



# UNITED INDIA INSURANCE COMPANY LIMITED

Regd. & Head Office: 24, Whites Road, Chennai – 600 014

<b>Application No:</b>	UII2092083	<b>Date:</b>	18-MAY-2012
<b>Name :</b>	BALA GOPIKRISHNA PEETANI		
<b>Address :</b>	P.BALA GOPIKRISHNA, DOOR NO 14/51-1 , RAIL PET , GUDIVADA, Andhra Pradesh - 521301		

Dear Sir/Madam,

**Sub: Recruitment to the post of Administrative Officer (Scale-1) Call Letter for Written Examination.**

With reference to your application for the post of Administrative Officer (Scale-I), you are required to appear for a written examination at your own cost on Sunday dated 03.06.2012 at 10:00 A.M. under the roll number and the examination venue as indicated below :

<b>Roll No:</b>	<b>801356</b>	<b>Group:</b>	02 - Group-B(I.T)	Please Paste your recent passport size photograph here duly signed across, and get it attested by Gazetted Officer /Officer of PSU(Public Sector Undertaking) or Principal of college/school <b>(Candidate appearing without photograph duly affixed &amp; attested will not be allowed to appear for the test.)</b>
<b>Venue:</b>	St. Pious X High School , Ramnagar , Hyderabad - 500020			

Candidate to sign here in the presence of invigilator before handing over one copy of Call Letter to Invigilator along with a copy of fee receipt.

Invigilator's Signature & seal.  
Name:

**1. Test Pattern:**

**Paper -I: Objective Test – 2 hours and fifteen minutes duration**

	Name of the Test	No. of Objective Type Questions	
		For Group (A to E)	For Group (F)
1	* Reasoning Ability	60 Questions	60 Questions
2	* General Awareness	Not Applicable	20 Questions
3	English language with Special Emphasis on Grammar and Vocabulary	15 Questions	40 Questions
4	* Numerical Ability	15 Questions	30 Questions
5	* Specific Area Test of Group Offered	60 Questions	Not Applicable

\* Bilingual – English/Hindi

**Paper-II: Descriptive Test – Forty Five minutes duration**

Question No.	Name of the Test
1	Comprehension in English
2	Precis Writing in English
3	Essay Writing in English Language

1. A separate answer sheet will be provided to answer the Objective type test while no other sheet of paper will be provided to answer the Descriptive Test and you have to write your answers of descriptive test in the space provided in the test booklet itself.
2. You should bring **two copies of this call letter** with photograph duly signed and attested and pasted on both the copies. One copy will be returned to the Candidate with invigilator's signature. The same has to be brought by the candidate for interview if he/she is short listed.
3. **You should occupy your seat in the examination hall by 09:30 A.M. sharp.** you must bring two HB pencils, one ball point pen, one eraser and a pencil sharpener while coming to the examination venue.
4. Please do not bring books, writing pads, calculator, pager etc. to the examination venue. **Mobile phones are strictly prohibited inside the examination hall.**
5. Your candidature is provisional, subject to fulfilling the eligibility criteria for the post as advertised and verification of original fee receipt.

Yours Faithfully

S.P.Nanda  
D.G.MHR

