

10. **Plan of examination:**

The combined recruitment examination shall consist of the following stages.

There shall be a Written Test of 180 marks (MCQ type in OMR System) in one paper and a practical skill test of 50 marks as detailed below:

Papers	Subjects	No .of questions	Maximum Marks	Time
<b>Written Test</b>				
One Paper	English	40	40	3 hours
	Odia	35	35	
	Mathematics	35	35	
	General Knowledge	35	35	
	Computer Knowledge	35	35	
	Total	180	180	
<b>Practical Skill Test</b>				
Subject		Maximum Marks		Time
Basic Computer skills		50		1 hour

**Written Test**

- The written test shall be of the standard of High School Certificate Examination.
- In the written test, there shall be negative marking @0.50 mark per question for wrong/multiple answers.**
- In the written test, the minimum qualifying marks for ST, SC, PwD, Ex-Servicemen and Sportsperson category of candidates shall be 30% and the minimum qualifying marks for candidates other than ST, SC, PwD, Ex-Servicemen and Sportsperson category, shall be 35%. The **Gram Rojagar Sevaks** shall be allowed 1% extra marks of the total marks of the Written Test for each completed year of continuous service subject to a maximum of the 15%, which shall be added to the marks secured by them for deciding the merit position for the post of PEO only. But in no case the marks secured together with the extra marks shall exceed the total marks.

**iv) Syllabus of Written Test**

**1. English:-**

- Verbs, Tenses, Modal, Active and Passive voice, Subject-verb Agreement.
- Connectors, Types of Sentences, Direct and Indirect speech, Comparison.
- Articles, Noun, Pronouns, Prepositions.
- Unseen passage (400-450 words in length) with a variety of comprehension questions.

**2. Odia:-**

**(a) GRAMMAR**

- Transformation of sentences:  
(Affirmative, Negative, Interrogative, Exclamatory, Simple, Compound, Complex)
- Transformation of words:  
(noun to adjective and adjective to noun)
- Sandhi
- Samasa

- (v) Antonyms and Synonyms
- (vi) Correction of common errors in words
- (vii) Idioms and Phrases
- (viii) Taddhita and Krudanta
- (ix) Punctuation marks
- (b) COMPOSITION
  - (i) Translation (From English to Odia of objective type)
- (c) COMPREHENSION OF AN UNSEEN PASSAGE

3. **Mathematics:-**

- (i) Number System
- (ii) HCF and LCM
- (iii) Squares and Square Roots
- (iv) Cubes and Cube Roots
- (v) Percentage and Averages
- (vi) Simple Interest and Compound Interest
- (vii) Profit, Loss and Discount
- (viii) Partnership
- (ix) Ratio and Proportion

4. **General Knowledge:-**

- (i) Historical events, dates, personalities and places,
- (ii) Geographical facts with places,
- (iii) States, Countries and Institutions with Headquarters,
- (iv) Books and authors,
- (v) Scientific facts and discoveries with dates, persons and uses,
- (vi) Current events with places and personalities,
- (vii) Matching questions of miscellaneous type

5. **Computer Knowledge:-**

- (i) MS Windows: Introduction of Windows
- (ii) MS Office: MS Word, MS Power Point, MS Excel and MS Access

11. **Results of Written Test and 1<sup>st</sup> Screening list for Practical Skill Test:**

District wise Provisional Master Merit List shall be drawn category / special category wise as per merit on the basis of the performance in Written Test (marks secured /awarded), for the post of **Junior Assistant** and as per merit on the basis of the performance in Written Test (marks secured /awarded) and extra marks awarded for work experience as Gram Rojagar Sevaks, for the post of **Panchayat Executive Officer**.

Candidates will be shortlisted / screened @ 3 times, the number of vacancies advertised category / special category wise as per merit on the basis of the performance in Written Test (marks secured / awarded) / extra marks awarded for work experience as Gram Rojagar Sevaks and shall be called for the Practical Skill Test.

District wise Provisional Screening List of the candidates shall be drawn out of the Provisional Master Merit List prepared on the basis of Written Test and the candidates so screened will be allowed to participate in the Practical Skill test.