

**Admission to 'Post Graduate Diploma in Human Resource Development and Labour
Welfare' Course (Academic Session: 2021-2022)**

(Accredited by WB State Council of Technical & Vocational Education and Skill Development)

Online applications are invited for admission to the above one-year full-time day course conducted by the State Labour Institute under the Labour Department, Government of West Bengal. **(Course Curriculum-Annexure-A)**

(1) Distribution of Seats:

State Labour Institute, Government of West Bengal offers PGDHRD&LW course from its three Centers, - Kolkata, Siliguri & Asansol.

Name of the Centre	No of Seats	
	Non sponsored candidates	Sponsored Candidates
State Labour Institute, Kolkata P-3, CIT Scheme, VII-M Manicktala Main Road, P.O. Kankurgachi, Kolkata, Pin -700054	40	05
State Labour Institute, Siliguri Dagapur Complex, P.O. Pradhan Nagar, Siliguri, District : Darjeeling ,Pin - 734403	25	05
State Labour Institute, Asansol Kanyapur, Asansol, Dist-Paschim Burdwan Pin-713341	25	05

* Non sponsored candidates are graduates without any work experience

** Sponsored candidates are graduates working in an Organization for at least one year as a Welfare Officer / Personnel Officer / Industrial Relations Officer / Supervisor etc.

In addition, SLI Kolkata nominates 05 officers of Labour Department as Government nominees

(2) Eligibility Criteria:

For Non-Sponsored Candidates: Graduation from any recognized university.

For Sponsored Candidates: Graduation from any recognized University with working experience for at least one year as a Welfare Officer / Personnel Officer / Industrial

Relations Officer / Supervisor etc. in an organization. The Employer has to certify the candidate in proper format [\(View Format of Certification-Annexure B\)](#)

(3) Selection Procedure :

A. Non Sponsored candidates will be selected through an admission test

Date of Admission Test **(tentative): 05th December, 2021 (Sunday)**

The Admission Test will be on 100 marks having General Knowledge & Current Affairs, Logical Reasoning, Mathematical Ability and English Grammar & Composition. [\(View Sample Question Papers-Annexure C\)](#)

B. Sponsored candidates will be selected through an Interview tentatively in the month of **December, 2021**, the date of which will be communicated later.

Admit Card for the admission test and interview will be communicated through Online mode before Admission Test/Interview

(4) Course Fee: (One time course fee to be deposited online after selection through admission test/interview)

For Non-Sponsored Candidates: **Rs. 8,000/-**

For Sponsored Candidates: **Rs. 12,000/-**

(5) Reservation of seats:

As per Rules of Government of West Bengal

(6) Application:

The candidates have to fill up online application form.

The last date for submission of online application is 20.11.2021

Applicants have to upload Scanned copies of documents at the time of application [\(View List of Documents to be uploaded-Annexure D\)](#)

(7) Application Fee (Non Refundable): Rs.100/- (To be deposited ONLINE)

Candidates are required to pay application Fees in favour of **State Labour Institute** through **online mode of payment** in the following account:

Name of the Account: **Director, State Labour Institute**
Account No: **0263104000061375**
Bank & Branch: **IDBI Bank, Kankurgachi Branch**
IFSC Code: **IBKL0000263**

Applications found incomplete /defective / without application Fees / will be rejected.

Director
State Labour Institute

APPLY ONLINE

Annexure A

Course Curriculum

‘Post Graduate Diploma in Human Resource Development and Labour Welfare’

Course curriculum: Divided into two semesters – each semester consist of eight (8) papers of 100 marks each

Semester-I

Paper	Topic
Paper-I	Labour and Industrial Economics
Paper-II	Principles of Management
Paper-III	Labour Laws-I
Paper-IV	Labour Laws-II
Paper-V	Labour Welfare & Industrial Sociology
Paper-VI	Employment Relations and Industrial Jurisprudence
Paper-VII	Industrial Safety and Public Health Administration
Paper-VIII	Human Resource Development

Semester-II

Paper	Topic
Paper-IX	Statistics and Research Methodology
Paper-X	Basic Managerial Accounting & Finance
Paper-XI	Organisational Behaviour
Paper-XII	HRM Principles & Practices
Paper-XIII	Information System Management
Paper-XIV	Principles of Marketing & Impression Management
Paper-XV	Seminar
Paper-XVI	Project & Viva-Voce

Annexure B

Format of Certification

NO OBJECTION CERTIFICATE
(In official letter pad)

To
The Director
State Labour Institute
Kolkata-700054

This is to certify that Sri/Smt _____ ,
residing at _____, is working in this organization as
_____ w.e.f _____.

This organization has no objection in allowing Sri/Smt
_____ to undertake **Post Graduate Diploma in Human
Resource Development & Labour Welfare** Course (One Year, Regular) for 2021-22
session.

Authorized Signatory

Annexure C

Sample Question Paper

MODEL QUESTIONS FOR ADMISSION TEST

One year Post Graduate Diploma in Human Resource Development & Labour Welfare
(Affiliated with West Bengal State Council of Technical & Vocational Education and Skill Development)

Total Marks: 100

Time: 90 minutes

English Language: Question No 01 to 25 (25 Questions) 25 Marks
General Knowledge & Current Affairs: Question No 26 to 50 (25 Questions) 25 Marks
Mathematical Ability: Question No 51 to 65 (15 Questions) 30 Marks
Logical Reasoning: Question No 66 to 85 (20 Questions) 20 Marks

ENGLISH LANGUAGE:

1. Fill in the blank with an appropriate preposition from the list below:

The cat sneaked in and sat _____ the little girl.

- (a) under ☐ (b) besides ☐
(c) into ☐ (d) beside ☐

2. Complete the sentence by choosing the right phrase given below:

It is easy _____ but hard to finish

- (a) to end ☐ (b) to begin ☐
(c) to lose ☐ (d) to fall ☐

3. Find out the correct meaning of the idiom "A good Samaritan" from the options given below:

- (a) Someone who tries to help others ☐ (b) Good at sports ☐
(c) Good for health ☐ (d) Good leader

4. Change the voice

The tutor taught Rana Mathematics for two years.

- (a) Rana was taught by the tutor Mathematics for two years. ☐
(b) Mathematics was taught for Rana by the tutor for two years. ☐
(c) Rana was taught Mathematics by the tutor for two years. ☐
(d) Rana was taught by the tutor for two years, Mathematics. ☐

5. "A bolt from the blue" means

(a) Blessing from above ☐

(b) In trouble ☐

(c) Blue coloured coin ☐

(d) Sudden disaster ☐

6. Choose the suitable word

The Republic Day was _____ with due solemnity.

(a) enjoyed ☐

(b) celebrated ☐

(c) observed ☐

(d) performed ☐

7. Complete the idiom by choosing the right word from the options given below:

The countrymen fought tooth and _____ for liberation of their homeland.

(a) tongue ☐

(b) mouth. ☐

(c) nail ☐

(d) hand. ☐

8. Complete the following proverb with words given below:

Don't judge a book by its _____

(a) cover ☐

(b) contents ☐

(c) words ☐

(d) story ☐

9. Find out from the given words the opposite of "Remote."

(a) Near ☐

(b) Quiet ☐

(c) Far ☐

(d) Distant ☐

10. Choose the correct form of the verb from the option given below:

By the time we reached home the rain _____ .

(a) has stopped ☐

(b) had stopped ☐

(c) had been stopped ☐

(d) was stopping ☐

11. Complete the idiom by choosing the right word from the options given below:

She could not make up her _____ about what to buy.

(a) decision ☐

(b) logic ☐

(c) mind ☐

(d) heart ☐

12. Choose the correct spelling from the options given below :

(a) Ambitious ☐

(b) Ambitous ☐

(c) Ambicious ☐

(d) Ambiteous ☐

13. Replace the missing word with the right word from the options below:

The list of candidates _____ for the admission test has been put up on the notice -board.

- (a) correct ☐ (b) honourable ☐
(C) eligible ☐ (d) ideal ☐

14. Find from the below the word that means "at beck and call".

- (a) at one's service ☐ (b) calling a person ☐
(c) shouting ☐ (d) fighting ☐

15. Choose the correct synonym of the word "Affluent" from the options given below:

- (a) Energetic (b) Charismatic
(c) Wealthy (d) Negative

16. Fill in the blanks with the correct tense

The Earth _____ round the sun

- (a) has been moving (b) Move
(c) Moves (d) Moving

17. Find the appropriate Interjection for "Joy"

- (a) Hurrah ! (b) Alas!
(c) What! (d) Hush!

18. Fill in the blank with the correct preposition

Its 9 o'clock _____ my watch.

- (a) In (b) On
(c) At (d) By

19. Fill in the blank with appropriate Pronoun

He is known to my brother and _____

- (a) me (b) I
(c) us (d) myself

20. Join the two sentences by a suitable conjunction

She did not succeed _____ she worked hard

- (a) but (b) If
(c) and (d) although

COMPREHENSION TEST (Question 21 to 25)

One day as Odysseus was wandering outside the camp, he met a stranger, a wise man who told him that there was an ancient prophecy concerning Troy, which said that the city would never be captured so long as the holy statue of Athena remained in her temple in the city.

When evening came, Odysseus made up his mind to try to steal the statue even though it was kept in the temple of the Goddess in the very center of Troy. He, dressed as a beggar, hid a sharp sword under his rags, and took Diomedes who stayed behind in a hiding place near the walls. Thereafter Odysseus went up to the gate to beg for food and money. The guard took no notice of the ragged old beggar and allowed him to pass into the city.

Choose the correct option

21. The prediction was made
- (a) by Odysseus.
 - (b) by an old beggar.
 - (c) by a wise man
 - (d) by Diomedes.
22. The prophecy was about
- (a) the city of Troy.
 - (b) the temple where the statue of Athena was kept.
 - (c) the future of Odysseus
 - (d) the future of Diomedes.
23. Odysseus set off towards Troy.
- (a) to disprove the prophecy.
 - (b) to steal the statue of Athena.
 - (c) to beg for food and money.
 - (d) to capture the city.
24. In the clause “When they came to the city.” “they” refers to
- (a) The wise men and the old beggar.
 - (b) Diomedes and the stranger
 - (c) Odysseus and the guard.
 - (d) Odysseus and Diomedes.
25. Find out a single word from the passage for each of the following groups of word.
- One who asks for alms
- (a) Stranger
 - (b) Giver
 - (c) Beggar
 - (d) Wise man

GENERAL KNOWLEDGE & CURRENT AFFAIRS

26. Who said 'What Bengal thinks today India thinks tomorrow'?
- (a) Maulana Abul Kalam Azad (b) Motilal Nehru
(c) Gopal Krishna Gokhale (d) None of the above
27. Who was the founder of Delhi Sultanate?
- (a) Muhammad Ghori (b) Qutubuddin Aibek
(c) Iltutmish (d) Ghiyasuddin Balban
28. Which metal was unknown to the Indus Valley people?
- (a) Copper (b) Iron
(c) Bronze (d) Gold
29. By whom was the Kandariya Mahadeva Temple at Khajuraha built?
- (a) Chauhans (b) Rashtrakuta
(c) Chandelas (d) Cholas
30. The ideal "Welfare State" in the Indian Constitution is enshrined in its
- (a) Preamble (b) Directive Principles of State Policy
(c) Fundamental Rights (d) Seventh Schedule
31. Which of the following items comes under the concurrent list?
- (a) Agriculture (b) Labour Welfare
(c) Public Health (d) Police
32. Per capita income refers to
- (a) Whole income (b) Average Income
(c) National Income (d) None of the above
33. Underemployment occurs when
- (a) people are not willing to work
(b) people are working slowly
(c) people are not using their full skills and education in their jobs
(d) people are not paid in full for their jobs
34. Globalization of the Indian economy means
- (a) Establishing business units abroad
(b) Export promotion
(c) Import Liberalization
(d) Putting restrictions on trade relations
35. The Himalayas are
- (a) Fold Mountains (b) Block Mountains
(c) Volcanic Mountains (d) Residual Mountains

36. The city of Ayodha is on the bank of which river ?
(a) Ganga (b) Yamuna
(c) Sarayu (d) Gomti
37. Theory of Plate Tectonics explains
(a) Formation of mountains (b) Sea floor spreading
(c) Origin of earthquakes (d) All of the above
38. Jalpaiguri town is located in the bank of
(a) Teesta and Karala river (b) Teesta and Jaldhaka river
(c) Jaldhaka and Raidak river (d) Teesta and Raidak river
39. The highest peak in West Bengal is
(a) Tiger Hill (b) Tonglu
(c) Sandakfu (d) Falut
40. Which of the following is not a physical change?
(a) Dehydrating milk to get milk powder (b) Sublimation of iodine
(c) Dissolving sugar in tea (d) Burning of wax in a candle
41. Which of the following is not a metal?
(a) Platinum (b) Mercury
(c) Nickel (d) Silicon
42. The energy radiated by the Sun is because of
(a) Nuclear Fusion (b) Nuclear fission
(c) Radioactive decay (d) Photo-electric effect
43. Antibodies are synthesized by
(a) Bone marrow (b) Plasma and Lymph
(c) Liver (d) Kidney
44. **IRDP** is aimed at
(a) Self -employment program to rural families
(b) Education Program
(c) Construction of Highways
(d) Housing Development Projects
45. The Importance of being Earnest is written by
(a) Jerome K Jerome (b) Oscar Wilde
(c) Tennyson (d) Thomas Hardy
46. The full form of **ILO** is
(a) Indian Labour Organization
(b) Indian Legislative Organization
(c) International Labour Organization
(d) International Law Organization.

47. Which is the cleanest city in India?

- (a) Indore (b) Gwalior
(c) Pune (d) Panjim

48. Which film won the Best Picture Award in Oscar 2020?

- (a) Parasite (b) Joker
(c) Moonlight (d) Green Book

49. How many World Cups did Maradona play?

- (a) 4 (b) 3
(c) 1 (d) 2

50. "Atal Tunnel" connects

- (a) Kanyakumarka – Chennai (b) Manali – Lahul Spity
(c) Mumbai- Goa (d) Vizak- Araku

MATHEMATICAL ABILITY

51. The ratio of the radius of two circle is 5: 4. What is the ratio of their areas?

- (a) 5: 4 (b) 25: 16
(c) 6: 7 (d) 9: 13

52. A profit of 25% is made by selling an article for Rs. 30. If the article was sold for Rs 33.60, the profit would have been

- (a) 30% (b) 35%
(c) 40% (d) 45%

53. If a four digit number, **A381** is divisible by 11, what is the value of A?

- (a) 5 (b) 6
(c) 7 (d) 8

54. A can do a piece of work in 10 days and B can do the same work in 20 days. With the help of C, they finish the work in 5 days. How many days will it take for C alone to finish the work?

- (a) 10 days (b) 15 days
(c) 20 days (d) 5 days

55. The incomes of A and B are in ratio of 3 : 2 and their expenditure are in a ratio 5 : 3, If each saves Rs. 1000, then B's income is :

- (a) Rs. 3000 (b) Rs. 4000
(c) Rs. 600 (d) Rs. 800

56. After drawing the salary, a man deposit 10% of the sum in a bank and then paid 4% of the remainder as house rent. If he draws Rs. 5000, the sum he paid as house rent is:

- (a) Rs. 160 (b) Rs. 250
(c) Rs. 180 (d) Rs. 225

57. If 3 mangoes are sold for cost price of 4 mangoes, the profit is:

- (a) 16.13 % (b) 33.14 %
(c) 33.13 % (d) 40.12 %

58. Sixty Nine (69) biscuits were distributed among 27 students in a class. If each boy got 2 biscuits and each girl 3, how many girls were there in the class?

- (a) 23 (b) 19
(c) 15 (d) 12

59. If the radius of a circle is increased by 100%, then the area of the circle will be increased by

- (a) 100 % (b) 200 %
(c) 300 % (d) 400 %

60. A father is twice as old as his daughter. If 20 years ago the age of the father was 10 times the age of the daughter, what is the present age of the father?

- (a) 40 years (b) 45 years (c) 33 years (d) 48 years

61. If the side of a square is doubled then how much time its area becomes?

- (a) 4 (b) 2 (c) 16 (d) 3

62 The principal that will amount to Rs. 1300 in 2 years and 6 months at 12%per annum is:

- (a) Rs. 900 (b) Rs. 1000
(c) Rs. 1100 (d) Rs. 1200

63. The least number of 4 digits which is perfect square is :

- (a) 1000 (b) 1042
(c) 1024 (d) 1100

64. Time taken by a train of length 120 m moving with a speed of 60 km/hr to cross a bridge of length 330m is:

- (a) 20 Sec (b) 24 Sec
(c) 27 Sec (d) 30 Sec

65. The average weight of a class of 35 students is 45 kgs. If the weight of the teacher is included the average weight increases by 500 gms. Find the weight of the teacher.

- (a) 60 kg (b) 63 kg (c) 50 kg (d) 55 kg

LOGICAL REASONING

66. A is taller than B and C is taller than D. If B is not shorter than C, then who is the tallest?

- (a) B (b) C
(c) P (d) A

67. If BOY is coded as ZPC, then GIRL will be coded as

- (a) SJHM (b) MSJH
(c) JHMS (d) HMSJ

68. P is mother of X who is wife of Z. Y is brother of P and Q is husband of P. How Q is related to Z?

- (a) Son-in-law
- (b) Father-in-law
- (c) Son
- (d) Daughter-in-law

69. Manipuri is to Dance as Urdu is to _____

- (a) Religion
- (b) Drama
- (c) Poetry
- (d) Language

70. A river always has

- (a) Tributaries
- (b) Banks
- (c) Boats
- (d) Delta

71. How many 3s are there in the following sequence which are neither preceded by 6 nor succeeded by 9

9366395937891639639

- (a) 2
- (b) 3
- (c) 4
- (d) 5

72. Arrange the following in meaningful sequence:

(i) Consultation, (ii) Illness (iii) Treatment (iv) Doctor (v) Recovery

- (a) (ii), (iii), (i), (iv), (v)
- (b) (ii), (iv), (i), (iii), (v)
- (c) (iii), (i), (ii), (iv), (v)
- (d) (iv), (i), (ii), (iii), (v)

73. Choose the odd one

- (a) Strawberry
- (b) Blackberry
- (c) Gooseberry
- (d) Beriberi

74. If the day before yesterday was a Monday, the third day after tomorrow will be a

- (a) Thursday
- (b) Friday
- (c) Saturday
- (d) Sunday

75. Find out the missing figure:

46, 56, 67, 80, ?, 104

- (a) 101
- (b) 88
- (c) 83
- (d) 91

76. 8 persons A, B, C, D, E, F, G and H are sitting by a round table each facing the center. D is second to the left of F and third to the right of H. A is second to the right of F and an immediate neighbour of H. C is second to the right of B and F is third to the right of B. G is not an immediate neighbour of F. In the above formation who is to the immediate left of A?

- (a) H
- (b) E
- (c) G
- (d) B

77. The next term in the sequence 4, 5, 5, 5, 6, 5, 7 is

- (a) 5
- (b) 6
- (c) 7
- (d) 8

78. If EGIK = FILO, then FHJL = ?

- (a) GJMP (b) GJPM
(c) HGMIN (d) GMJO

79. Which conclusion follows from the statements “Tanushree is a dancer. Dancers are young lady”

- (a) All young ladies are dancers
(b) All dancers are young ladies
(c) Tanushree is not young and hence not a dancer
(d) Tanushree is a young lady dancer

80. Select the lettered pair that has the same relationship as the pair of words printed in bold:

Poverty: Prosperity

- (a) Love : Sorrow (b) Train : Cart
(c) Rain: Flood (d) Intelligence: Stupidity

81. Find the missing number

3, 12, 27, 48, 75, 108, _____

- (a) 147 (b) 183
(c) 162 (d) 192

82. If 73429186 denotes PURCHASE and 54064 denotes ORDER, then what will 7452688 denote?

- (a) PROGRES (b) PROCEED
(c) PROGRAM (d) PROCESS

83. Hockey: India:: Baseball : _____

- (a) Canada (b) Mexico
(c) England (d) USA

84. If in the year 2000, birthday of Netaji Subhas Chandra Bose is on Wednesday what day was the Independence Day that year?

- (a) Wednesday (b) Thursday
(c) Friday (d) Saturday

85. From his house Ram went 15 kms to the North then he turns West and covers 20 kms. Then he turns South and covers 5 kms. Finally turning to East he covers 25 kms. In which direction is he from his house?

- (a) North West (b) North East
(c) South East (d) South West

Annexure-D

List of scanned copies of Documents to be uploaded at the time of application

1. Colour Photograph of the applicant (in *JPG/JPEG*)
2. Proof of Date of Birth (in PDF)
3. Proof of address (in PDF)
4. Mark sheet of Graduation/Diploma (as applicable) (in PDF)
5. Caste Certificate (in PDF) (if applicable)
6. Employment Certificate (for sponsored candidates only) (in PDF)
7. Application fee transaction Document (in PDF)