

## 12.7 Scheme of Tier-I and Tier-II Examinations:

Tier	Subject	Number of Questions	Maximum Marks	Time allowed
<b>I</b>	A. General Intelligence and Reasoning	25	50	1 hour (1 hour and 20 minutes for the candidates eligible for scribe as per Para-7.1 and 7.2)
	B. General Awareness	25	50	
	C. Quantitative Aptitude	25	50	
	D. English Comprehension	25	50	
<b>II</b>	<b>Paper-I:</b> Quantitative Abilities	100	200	2 hours (for each Paper)
	<b>Paper-II:</b> English Language and Comprehension	200	200	(2 hours and 40 minutes for the candidates eligible for scribe as per Para-7.1 and 7.2)
	<b>Paper-III:</b> Statistics	100	200	
	<b>Paper-IV:</b> General Studies (Finance and Economics)	100	200	

- 12.7.1 Tier-I and Tier-II will consist of Objective Type, Multiple choice questions. The questions will be set both in English & Hindi except for English Comprehension in Tier-I and Paper-II in Tier-II.
- 12.7.2 In Tier-I, there will be negative marking of 0.50 for each wrong answer.
- 12.7.3 In Tier-II, there will be negative marking of 0.25 for each wrong answer in Paper-II (English Language and Comprehension) and of 0.50 marks for each wrong answer in Paper-I, Paper-III and Paper-IV.
- 12.7.4 In Tier-II, Paper-I and Paper-II are compulsory for all the posts.
- 12.7.5 Paper-III of Tier-II will be for only those candidates who apply for the posts of Junior Statistical Officer (JSO) in the Ministry of Statistics and Programme Implementation and who are shortlisted in Tier-I for the Posts.
- 12.7.6 In Tier-II, Paper-IV will be for only those candidates who are shortlisted in Tier-I for Paper-IV i.e. for the posts of Assistant Audit Officer/ Assistant Accounts Officer.

## 12.8 Scheme of Tier-III Examination:

Tier	Mode of Examination	Scheme of Examination	Maximum Marks	Time Allowed
III	Pen and Paper mode	Descriptive Paper in English or Hindi  (Writing of Essay/ Precis/ Letter/ Application etc.)	100	1 hour  (1 hour and 20 minutes for the candidates who are eligible for scribe as per Para-7.1 and 7.2)

12.8.1 The Paper in Tier-III will have to be written either in Hindi or in English. Part paper written in Hindi and part in English will be awarded zero marks.

12.8.2 In Tier-III, candidates must write their correct Roll Number at the prescribed places on the cover page of the Answer Book. Candidates must also affix signature and Left-hand Thumb Impression in the relevant columns in the Answer Book. Answer Books not bearing Roll Number, Signature and Left-hand Thumb Impression shall be awarded zero marks.

12.8.3 Candidates must not write any personal identity e.g. name, roll number, mobile number, address, etc inside the Answer Book (Tier-III). Failure to adhere to these instructions will be treated as unfair means (UFM) and such candidates will be awarded zero marks and their candidature will be rejected.

## 12.9 Tier-IV (Skill Test):

12.9.1 In the Tier-IV, Computer Proficiency Test (CPT) and Data Entry Speed Test (DEST) will be conducted.

## 12.10 Indicative Syllabus (Tier-I):

12.10.1 **Tier-I: General Intelligence & Reasoning:** It would include questions of both verbal and non-verbal type. This component may include questions on analogies, similarities and differences, space visualization, spatial orientation, problem solving, analysis, judgment, decision making, visual memory, discrimination, observation, relationship concepts, arithmetical reasoning and figural classification, arithmetic number series, non-verbal series, coding and decoding, statement conclusion, syllogistic reasoning etc. The topics are, Semantic Analogy, Symbolic/ Number Analogy, Figural Analogy, Semantic Classification, Symbolic/ Number Classification, Figural Classification, Semantic Series, Number Series, Figural Series, Problem Solving, Word Building, Coding & de-coding, Numerical Operations, symbolic Operations, Trends, Space Orientation, Space Visualization, Venn Diagrams, Drawing inferences, Punched hole/ pattern- folding & un-folding, Figural Pattern-folding and completion, Indexing, Address matching, Date & city matching, Classification of centre codes/ roll numbers, Small & Capital letters/ numbers coding, decoding and classification, Embedded Figures, Critical thinking, Emotional Intelligence, Social Intelligence.

- 12.10.2 **General Awareness:** Questions in this component will be aimed at testing the candidates' general awareness of the environment around him and its application to society. Questions will also be designed to test knowledge of current events and of such matters of every day observations and experience in their scientific aspect as may be expected of any educated person. The test will also include questions relating to India and its neighbouring countries especially pertaining History, Culture, Geography, Economic Scene, General Policy & Scientific Research.
- 12.10.3 **Quantitative Aptitude:** The questions will be designed to test the ability of appropriate use of numbers and number sense of the candidate. The scope of the test will be computation of whole numbers, decimals, fractions and relationships between numbers, Percentage. Ratio & Proportion, Square roots, Averages, Interest, Profit and Loss, Discount, Partnership Business, Mixture and Alligation, Time and distance, Time & Work, Basic algebraic identities of School Algebra & Elementary surds, Graphs of Linear Equations, Triangle and its various kinds of centres, Congruence and similarity of triangles, Circle and its chords, tangents, angles subtended by chords of a circle, common tangents to two or more circles, Triangle, Quadrilaterals, Regular Polygons, Circle, Right Prism, Right Circular Cone, Right Circular Cylinder, Sphere, Hemispheres, Rectangular Parallelepiped, Regular Right Pyramid with triangular or square base, Trigonometric ratio, Degree and Radian Measures, Standard Identities, Complementary angles, Heights and Distances, Histogram, Frequency polygon, Bar diagram & Pie chart.
- 12.10.4 **English Comprehension:** Candidates' ability to understand correct English, his/ her basic comprehension and writing ability, etc. would be tested.
- 12.10.5 The questions in Parts A, B, & D will be of a level commensurate with the essential qualification viz. Graduation and questions in Part-C will be of 10<sup>th</sup> standard level.
- 12.11 **Indicative Syllabus (Tier-II):**
- 12.11.1 **Paper-I (Quantitative Abilities):** The questions will be designed to test the ability of appropriate use of numbers and number sense of the candidate. The scope of the test will be the computation of whole numbers, decimals, fractions and relationships between numbers, Percentage, Ratio & Proportion, Square roots, Averages, Interest, Profit and Loss, Discount, Partnership Business, Mixture and Alligation, Time and distance, Time & Work, Basic algebraic identities of School Algebra & Elementary surds, Graphs of Linear Equations, Triangle and its various kinds of centres, Congruence and similarity of triangles, Circle and its chords, tangents, angles subtended by chords of a circle, common tangents to two or more circles, Triangle, Quadrilaterals, Regular Polygons, Circle, Right Prism, Right Circular Cone, Right Circular Cylinder, Sphere, Hemispheres, Rectangular Parallelepiped, Regular Right Pyramid with triangular or square base, Trigonometric ratio, Degree and Radian Measures, Standard Identities, Complementary angles, Heights and Distances, Histogram, Frequency polygon, Bar diagram & Pie chart.
- 12.11.2 **Paper-II (English Language and Comprehension):** Questions in this component will be designed to test the candidate's understanding and knowledge of English Language and will be based on spot the error, fill in