

4. a. Plan and Pattern of Examination:

The competitive examination shall comprise three stages namely:

Stage - I: **Preliminary Examination- 150 marks**

The indicative Syllabus is in **Annexure-C** of the Advertisement.

Details about the type of questions, mode of examination, duration of the examination, number of questions etc. will be shared in due course on the website through Notice.

Candidates numbering a minimum of five times of the vacancies category-wise shall be shortlisted for the Main written Examination based on their marks secured in the Preliminary Examination.

Stage - II: (a) **Main Written Examination:**

Two papers- 200 Marks.

Paper-I: Language (Odia and English)

Paper-II: (General Studies)

The indicative Syllabus is in **Annexure-C** of the Advertisement.

Details about the type of questions, mode of examination, duration of the examination, number of questions etc. will be shared in due course on the website through Notice.

(b) **Mathematics tests** shall be held only for the posts of Auditors.

The indicative syllabus is in **Annexure-C** of the Advertisement.

(c) Candidates of the following Services/Posts are required to qualify for the **Computer Skill Test**.

(i) Auditor

(ii) Inspector of Supplies

(iii) Junior Assistant (HOD)/Junior Assistant (Field Offices)

The indicative syllabus is in **Annexure-C** of the Advertisement.

Note: In pursuance of GA & PG Department Notification No-29246, Dated-18th October 2022, the Preliminary and Main Examination, shall be conducted both in Odia and English except for paper I of main exam i.e. language. The candidate shall exercise his/her option for medium of examination in the online application form. All may note that the option once given cannot be changed.

Annexure-C

THE DETAIL SYLLABUS OF MAIN WRITTEN EXAMINATION:

(a) Detail Syllabus of Preliminary Written Examination

- Arithmetic– 10th Standard
- Data Interpretation (Chart, Graph, Table, Data Sufficiency etc.) – 10th standard
- Logical Reasoning and Analytical Ability, General Mental Ability.
- Current Events of National and International Importance.
- Computer / Internet Awareness.

(b) Detail Syllabus of Main Written Examination:

Paper-I: Language (Odia& English)

- Odia Language Comprehension -10th Standard.
- English Language Comprehension - Plus Two Standard).
- Precis Writing (Odia as well as English).
- Usage and Vocabulary (Odia as well as English).
- Translation from English to Odia and vice-versa.

Paper-II:

- General Studies. (Indian Constitution, Indian Economy, Odisha economy & Budget, Indian and World Geography, History of India, History of Odisha, Art & culture with special reference to Odisha, General issues of Environment & Climate change – Plus Two Standard).

(c) Detail Syllabus of Computer Skill Test:

- Computer Fundamentals
- MS Windows
- Office Software
- Word Processing(MS Word)
- Spread Sheet(MS Excel)
- Presentation/Slide ware(MS PowerPoint)
- Database(MS Access)
- Usage of the Internet, Services available on the Internet
- Basic Networking Concepts, Communication Technology

(d) Detail Syllabus for Mathematics:

- Arithmetics
- Algebra
- Statistics & Probability
- Mensuration
- All Secondary School Level