

The selection process shall be a 3 (three) stage process consisting of the following:

- **Stage-I:** Stage-I will consist of two common Computer Based Test (CBT), multiple Choice Question (MCQ) type Paper viz. Paper-I and Paper-II, of which Paper-II shall be qualifying in nature.
- **Stage-II:** Stage-II will consist of Physical Screening Test (PST) and Physical Measurement Test (PMT). Both Physical Screening Test and Physical Measurement Test shall be qualifying in nature.
- **Stage-III:** Stage-III will consist of Document Scrutiny.

#### 7. STAGE-I: Computer Based Test

The first stage of the selection process shall be Common Computer Based Test (CBT) comprising of the following:

<b>Paper - I</b>	Paper-I shall comprise of 100 questions carrying one (01) mark each.
<b>Paper - II</b>	Paper-II shall be a mandatory qualifying test of Punjabi language of matriculation standard comprising of 50 questions carrying one (01) mark each with 50% marks as the qualifying criteria. The marks obtained in this Paper shall not be counted for determining merit.

The syllabus and number of questions from various topics is as follows:-

	Section	SYLLABUS		Number of Questions	
<b>Paper- I</b>  <b>Duration:</b> <b>2 hours</b>  <b>Maximum</b> <b>Marks: 100</b>	1.	General Awareness	(i)	Constitution and its features, Central and State Legislature, Executive, Judicial Institutions & Local Government Institutions	35
			(ii)	History, Geography, Culture and Economy of Punjab	
			(iii)	Basics of Science & Technology	
			(iv)	Current Affairs	
	2.	Quantitative Aptitude and Numerical Skills	(i)	Simplification	20
			(ii)	Average	
			(iii)	Decimal and Fractions	
			(iv)	Ratio and Proportion	
			(v)	Percentages	
			(vi)	Profit and Loss	
			(vii)	Simple Interest	
			(viii)	Time and Work	
	3.	Mental Ability & Logical Reasoning	(i)	Number and Letter Series	20
(ii)			Sequencing		
(iii)			Statements and Conclusions		
(iv)			Pattern Completion		
(v)			Order and Ranking		

			(vi) Direction and Distances	
			(vii) Relationship Problems	
	<b>4.</b>	<b>English Language Skills</b>	(i) Reading Comprehension	10
			(ii) Punjabi to English Translation	
			(iii) Sentence rearrangement and correction	
			(iv) Error Spotting	
			(v) Fill in the Blanks	
			(vi) Spelling Correction	
			(vii) Vocabulary (Synonym, Antonym, one word substitution)	
	<b>Punjabi Language Skills</b>	(i) ਸੁੱਧ/ਅਸੁੱਧ	10	
		(ii) ਸਮਾਨਾਰਥਕ/ਵਿਰੋਧੀ ਸ਼ਬਦ		
		(iii) ਪੰਜਾਬੀ ਅਖਾਣ ਅਤੇ ਮੁਹਾਵਰੇ		
		(iv) ਅੰਗਰੇਜ਼ੀ ਤੋਂ ਪੰਜਾਬੀ ਅਨੁਵਾਦ		
		(v) ਬਹੁਤੇ ਸ਼ਬਦਾਂ ਦੀ ਥਾਂ ਤੇ ਇਕ ਸ਼ਬਦ		
		(vi) ਅਣਡਿੱਠਾ ਪੈਰਾ		
	<b>5.</b>	<b>Digital Literacy &amp; Awareness</b>	(i) Fundamentals of Computers	05
			(ii) MS Office (Word, PowerPoint)	
			(iii) Internet, Worldwide web and Web search engines.	
			(iv) Email Communication	
			(v) Mobile Phones(basic conceptual knowledge)	
<b>Paper-II</b> <b>Duration: 1 hour</b> <b>Maximum Marks: 50</b>	<b>1.</b>	<b>Mandatory Qualifying paper of Punjabi Language</b>	Mandatory Qualifying paper of Punjabi Language (equivalent to Matriculation standard)	50

**Note1 :** Each candidate shall be issued an Admit Card indicating the specific date, time and venue for candidate's Computer Based Test Papers. The candidate is required to download the Admit Card and bring a hard copy (printout) of the Admit card, along with any one prescribed Photo Identity Proof (Aadhaar Card, Indian Driving License, PAN card, Voter Identity card, Indian Passport) for entry to the venue of the Examination Centre.

**Note2 :** No other Identity Proof shall be admissible.

#### **7.1 Negative Marking**

There shall be no negative marking.

#### **7.2 Normalization**

As computer based tests would be conducted in multiple shifts, with different sets of