राजस्थान केन्द्रीय विश्वविद्यालय
Central University of Rajasthan

Step-wise Procedure, Components for Written Test, Skill Test Criteria for Recruitment for the Group B Post of Senior Technical Assistant (Instrumentation)

Advertisement No. 3668 Dated: 30.01.2026

The step-wise procedure, Components for Skill / Trade Test, Written Test and Short listing criteria for recruitment on the Group 'B' Posts are as follows:

Step-I: After initial scrutiny, the eligible candidates will be invited to appear for Skill/ Trade Test. It will be the responsibility of the individual candidate to ensure that he/she fulfills the minimum eligibility criteria. In case after the Skill/ Trade Test, he/she is found to not fulfill minimum eligibility/ qualification for the post, his/her application will be treated as cancelled.

Scheme / Criteria for Skill / Trade Test

Subject	Max. Marks	Description
Hands-on Laboratory Practices, Basic Principles & Operation of various Instruments and other relevant Laboratory Tools (Subject/Department Concerned)	50	
Total marks	**50**	**Qualifying Marks:** 18

Step-II: All the eligible candidates will be called for Written Test. However, the Answer Script of Written Test of a candidate would be evaluated, only if the candidate qualifies in Skill/Trade Test.

Criteria and Components of Written test
Multiple Choice Questions (MCQs)

S. No.	Subject	No. of MCQs	Max. Marks	Duration
1.	Language proficiency in English, General Knowledge, Analytical Ability, University System, Central Universities Act, 2009, Statutes and Ordinances, Office Procedures, Filing, Noting, Drafting, Basic GoI Rules etc.	50	50	1.5 hours
2.	Questions relevant to subject / work profile of the Post	50	50	
	Total	**100**	**100**	

Note- Language of the test paper will be English only. Each correct answer will carry 01 mark and for each wrong answer, 0.25 marks will be deducted. Qualifying marks in written test will be 35.

Step-III: Preparation of Merit List

1. All those candidates who qualify in the Step-II: Written Test will be ranked according to the marks obtained.
2. Merit of the shortlisted candidates shall be calculated on the basis of the weightage given to the academic career, experiences, performance in the Skill/Trade Test and/or Written Test as depicted below:

Qualifications/Experiences/ performance in Step-II: Written Test	**Marks (Max.)**
Academic Qualification (10% of the % marks obtained in the qualifying degree as per the eligibility criteria) (Max. 10 marks)	10
Experience (Over and above minimum required relevant experience mentioned in the advertisement, 01 mark will be given for each completed year (subject to maximum of 05 marks). For any experience less than 06 months, no mark will be awarded, and for any experience equal to or more than 06 months but less than 12 months, 0.5 marks will be awarded. The total relevant experience will be calculated and weightage will be given on total relevant experience, rounded off only once for cumulative experience.) - (Max. 05 marks)	05
80% of the marks secured in the Step-I: Skill/Trade Test (out of max. 50 marks) for the posts of **Senior Technical Assistant (Instrumentation)**	40
45% of the marks secured in the Step-II: Written Test (MCQ) [out of max. 100 marks]	45
Total	**100**

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Step-wise Procedure, Components for Written Test, Skill Test for Recruitment for the Group 'C' Posts

Advertisement No. 6440 Dated: 04.08.2026

The step-wise procedure, Components for Skill / Trade Test, Written Test and Short listing criteria for recruitment on the **Group 'C' Posts** are as follows:

Step-I: After initial scrutiny, the eligible candidates will be invited to appear for Skill/ Trade Test. It will be the responsibility of the individual candidate to ensure that he/she fulfills the minimum eligibility criteria. In case after the Skill/ Trade Test, he/she is found to not fulfill minimum eligibility/ qualification for the post, his/her application will be treated as cancelled.

Scheme / Criteria for Skill / Trade Test for Group 'C' posts

Posts: Lower Division Clerk (LDC)

Component 1: Trade Test: Only for the post of Lower Division Clerk

Subject	Max. Marks	Description
Typing Speed Test in English or Hindi* on Computer: 10 min.	10 marks (Beyond 35 wpm in English / 30 wpm in Hindi, every increment of one correct word per minute will be awarded with 0.5 mark)	**Qualifying Criteria**: Minimum typing speed of 35 wpm in English **Or** 30 wpm in Hindi
Note: (1) *The candidates for the post of LDC are required to indicate their option either for English or Hindi while applying for the post. (2) Before starting the test, 05 minutes will be given to the candidates for practice / to make ensure that computers and keyboards are in working condition. (3) **Typing Test for the post of LDC is of qualifying in nature**. Only those candidates, who qualify in Typing Speed Test, will be permitted to appear in the Skill Test.		

Component 2: Skill Test

Subject	Max. Marks	Description
Test in MS Word (Communication skills and work profile of the post)	40	
Test in MS Excel (Data Analysis, subject / work profile of the Post)	30	
Presentation in MS Power Point	20	
Typing test marks (If qualified)	10	See component 1 for details
Total marks	**100**	**Qualifying Marks:** 35

Post: Laboratory Attendant

Subject	Max. Marks	Description
Hands-on Laboratory Practices, Basic Principles of various Instruments and other relevant Laboratory Tools	50	
Total marks	**50**	**Qualifying Marks:** 18

Post: Kitchen Attendant

Subject	Max. Marks	Description
Hands-on Kitchen Practices, Kitchen Safety Guidelines, Rules & Regulations etc.	50	
Total marks	**50**	**Qualifying Marks:** 18

Criteria and Components of Written test for Group 'C' posts:

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Step-II: Step-II: All the eligible candidates will be called for Written Test. However, the Answer Script of Written Test of a candidate would be evaluated, only if the candidate qualifies in Skill/Trade Test.

Paper II: Multiple Choice Questions (MCQs)

S. No.	Subject	No. of MCQs	Max. Marks	Duration
1.	Language proficiency in English, General Knowledge, Analytical Ability, University System, Central Universities Act, 2009, Statutes and Ordinances, Office Procedures, Filing, Noting, Drafting, Basic GoI Rules etc.	50	50	1.5 hours
2.	Questions relevant to subject / work profile of the Post	50	50	
	Total	**100**	**100**	

Note- Language of the test paper will be English only. Each correct answer will carry 01 mark and for each wrong answer, 0.25 marks will be deducted. Qualifying marks in written test will be 35.

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Step-III: Preparation of Merit List

1. All those candidates who qualify in the Step-II: Written Test will be ranked according to the marks obtained.
2. Merit of the shortlisted candidates shall be calculated on the basis of the weightage given to the academic career, experiences, performance in the Step-I: Skill/Trade Test and/or Step-II: Written Test as depicted below:

Qualifications/Experiences/ performance in Step-II: Written Test	**Marks (Max.)**
Academic Qualification (10% of the % marks obtained in the qualifying degree as per the eligibility criteria) (Max. 10 marks)	10
Experience (Over and above minimum required relevant experience mentioned in the advertisement, 01 mark will be given for each completed year (subject to maximum of 05 marks). For any experience less than 06 months, no mark will be awarded, and for any experience equal to or more than 06 months but less than 12 months, 0.5 marks will be awarded. The total relevant experience will be calculated and weightage will be given on total relevant experience, rounded off only once for cumulative experience.) - (Max. 05 marks)	05
• 80% of the marks secured in the Step-I: Skill/Trade Test (out of max. 50 marks) for the posts of **Laboratory Attendant** and **Kitchen Attendant** • 40% of the marks secured in the Step-I: Skill/Trade Test (out of max. 100 marks) for the posts of **LDC**.	40
45% of the marks secured in the Step-II: Written Test (MCQ) [out of max. 100 marks]	45
Total	**100**