

Examination scheme for Recruitment to the post of Proof Reader

The Examination Scheme for recruitment to the post of Proof Reader in the Rajya Sabha Secretariat consists of three stages --

- 1. Preliminary Examination**
- 2. Main Examination**
- 3. Interview**

1. Preliminary Examination (Objective Type-Multiple choice answers)

The Preliminary Examination is a screening test for selection of candidates for the main examination and is of objective type. It consists of only one paper of **200 marks (Duration - 3 hours)** having four parts as indicated below:

Paper	Subject	Marks	Duration
Part A	General Intelligence (50 questions)	50	3 hours
Part B	General Awareness (50 questions)	50	
Part C	English Language (50 questions)	50	
Part D	Hindi Language (50 questions)	50	

The marks secured by the candidates in this examination are not counted for the preparation of final merit list.

2. Main Examination (Descriptive Type)

The Main Examination is of descriptive type and consists of the following papers:

Paper	Subject	Marks	Duration
Paper I	(i) English Language (ii) Hindi Language	100	3 hours
Paper II	(i) Proof Reading (English) (ii) Proof Reading (Hindi)	120	1 hour 30 minutes

3. Interview (30 marks)

The interview is structured to evaluate the interests, knowledge, traits, aptitude, skills etc. of the candidates with a view to assess his/her overall personality and to judge his/her suitability for the post.

4. Minimum Qualifying Marks

The minimum qualifying percentage of marks in **Main Examination (Descriptive Type) and Interview** is as follows:-

Category	SC/ST	OBC	UR
Minimum qualifying percentage of marks.	40%	45%	50%

N.B. If the written examination involves more than one paper the candidate are required to secure minimum qualifying percentage of marks in overall aggregate of all such papers.

5. Merit List

Merit List is prepared based on the overall marks obtained in Main Examination -Descriptive Type (220 Marks) and Interview (30 marks). Candidates eliminated at any stage of recruitment process are not included in the final merit list.