

Syllabus for Recruitment to the post of Proof Reader

Syllabus:

The syllabus of the Preliminary Examination (Objective type) and the Main Examination (Descriptive type) for recruitment to the post of Proof Reader is as under:

Preliminary Examination

General Intelligence

Questions shall be both verbal and non-verbal types. Test may include questions on analogies, similarities, differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discrimination, observation, relationship, concepts, arithmetical reasoning, verbal and figure classification, arithmetical number series, coding & decoding, etc..

General Awareness

Questions shall aim at testing the candidate's awareness of current events and environment around him/her, besides testing the knowledge of Everyday Science, Scientific Research, Sports, Indian Culture, Indian History, Indian Geography, Economics, Indian Polity, Indian Constitution, etc.

English Language & Hindi Language

Questions in this component shall be designed to test the candidates understanding, correct usage and knowledge of English & Hindi Languages and will be based on error recognition, fill in the blanks (using Verbs, Prepositions, etc.), vocabulary, spellings, grammar, sentence structure, synonyms, antonyms, sentence completion, phrases and idioms, etc.

Main Examination

Paper I: English Language & Hindi Language

This paper will test the skills and abilities of the candidate in English & Hindi Languages and shall involve paragraph writing and precis writing.

Paper II: Proof Reading in English and Hindi

This paper will test the skills and abilities of the candidate in English & Hindi Proof Reading and shall have proofs for correction. There may be questions on proof reading marks also.