NVS NON TEACHING 2024 RECRUITMENT

Total Post: 1377

Apply Online - 2 March to 30 April



Scheme of Examination:

(i) For the post of Female Staff Nurse:

Test	Component of the test	Number of questions	Total marks	Duration of the test
Part-I	Reasoning Ability			
Part-II	Conoral A.	15	15	The test
	Current Affairs	15	15	will be of
Part-III	Language Competency Test (General English and General Hindi-10 marks each subject)	20	20	02 ½ hours duration without any time limit for each

Part-IV	Subject Knowledge	70	70	part of the
	Total	120	120	test
				individually.

(ii) For the post of Assistant Section Officer:

Test	Component of the test	Number of	Total	Duration
Part-I	Doggania - Aliii	questions	marks	of the test
	Reasoning Ability	15	15	The test
Part-II	Quantitative Aptitude	15	15	will be of
Part-III	Language Test (General English & General Hindi) – 15 marks each for each language	30	30	02 ½ hours duration without any time limit
Part-IV	Basic knowledge of computer operation, General Awareness and current affairs	10	10	for each part of the test individually.
Part-V	Office Manual and Procedures, CCS (Conduct Rules), CCS (CCA) Rules, CCS (Leave Rules), Reservation & Concessions in recruitment and promotion, General Financial Rules, CCS (Medical Rules), FR/SR, PFMS, Establishment Rules on Recruitment, promotions, Seniority, Pay Fixation, Gratuity, Terminal Benefits, RTI Act, Children Education Allowance, POCSO Act	50	50	
	Total	120	120	

(iii) For the post of Audit Assistant:

Test Part-	Component of the test	Number of questions	Total marks	Duration of the test
1	Reasoning Ability	20	20	The test
Part- II	Quantitative Aptitude	30	30	will be of 02 ½ hours
Part- III	Language Test (General English & General Hindi) – 10 marks each for each language	20	20	duration without any time limit for each
Part- IV	Basic knowledge of Computer Operation, General Awareness & current affairs	20	20	part of the test individually.

Part- V	Subject (Accountancy, Accounts, Budgeting, Audit	40	40
	Total	130	130

(iv) For the post of Junior Translation Officer:

Test	Component of the test	Number of questions	Total marks	Duration of the test
Part-I	Translation – English to Hindi	25	25	The test
Part-II	Translation – Hindi to English	25	25	will be of 02 hours
Part-III	Mental & Reasoning Ability	10	10	duration
Part-IV	General Awareness & Current Affairs	20	20	without any time limit for each
Part-V	Subject Knowledge (Hindi/English)	20	20	part of the test
	Total			individually.
	Total	100	100	

(v) For the post of Legal Assistant: Stage-I (Competitive Exam):

Test	Component of the test	Number of		Duration of
Part-I	Reasoning Ability	questions	marks	the test
Part-II	General Awareness	15	15 15	The test
Part-III	Language Test (General English & General Hindi) 15 marks for each subject	30	30	will be of 03 hours duration
Part-IV	Quantitative Aptitude	20	20	without any time limit
Part-V	Constitution of India, Functioning of High Court, Supreme Court, Central Administrative Tribunals, Civil Procedure Code and Criminal Procedure Code (Provision required to be referred generally in Government Offices will be given importance), Evidence Act, Limitation Act, POCSO Act, Interpretation of Statutes	70	70	for each part of thetest individually.
	Total	150	150	

Stage-II (Interview)

(vi) For the post of Stenographer:

Stage-I (Competitive Exam):

Test	Component of the test	Number of questions	Total marks	Duration of the test
Part-I	Language Test (General English & General Hindi) 20 marks for each language	40	40	The test will be of 02 hours
Part-II	General Awareness & current affairs	30	30	duration without any
Part-III	Basic knowledge of Computer Operation	30	30	time limit
	Total	100	100	part of the test individually.

Stage-II -Skill Test Norms

Dictation: 10 mts @ 80 w.p.m.

Transcription: 50 mts (Eng.) 65 mts (Hindi) (On computer)

(vii) For the post of Computer Operator:

Test	Component of the test	Number of questions	Total	Duration
Part-I	Reasoning Ability		marks	of the test
Part-II	Quantitative Aptitude	20	20	The test
Part-III	Quantitative Aptitude	20	20	will be of
i ait-iii	Language Test (General English & General Hindi)15 marks for each subject	30	30	02 ½ hours duration
Part-IV	Knowledge of Computer Operation and MS Office	60	60	without any time limit
	Total	130	130	for each part of the
				test individually.

(viii) For the post of Catering Supervisor:

Test Part-I	Component of the test	Number of questions	Total marks	Duration of the test
Part-II	Reasoning Ability	15	15	The test
Part-III	General Awareness	15	15	will be of 2
	Language Competency Test (General English and General Hindi-10 marks each subject)	20	20	½ hours duration without any time limit for each
Part-IV	Knowledge of Computer operation	10	10	
Part-V	Domain/Profession Knowledge	60	60	part of the test
	Total	120	120	individually.

(ix) For the post of Junior Secretariat Assistant (HQ/RO cadre) Stage-I (Competitive Exam):

Test	Component of the test	Number of questions	Total marks	Duration of the test
Part-I	Mental & Reasoning Ability	20	20	
Part-II	Quantitative Aptitude	20		The test
Part-III	General Awareness		20	will be of 2
	&Current Affairs	30	30	½ hours duration without any time limit for each
Part-IV	Language Competency Test (General English and General Hindi-15 marks each subject)	30	30	
Part-V	Basic Knowledge of Computer Operation	30	30	part of the test individually.
	Total	130	130	- Individually.

Stage-II - Typewriting Test [will be assessed on PC (Personal Computer) only]

(x) For the post of Junior Secretariat Assistant (JNV cadre)

Stage-I (Competitive Exam):

Test	Component of the test	Number of	Total	Duration of
Part-I	Mental & Reasoning Ability	questions	marks	the test
Part-II	Quantitative Aptitude	20	20	The test will
Part-III	General	20	20	be of 2 1/2
	General Awareness &Current Affairs	30	30	hours duration
Part-IV	Language Competency Test (General English and General Hindi-15 marks each subject)	30	30	without any time limit for each part of
Part-V	Basic Knowledge of Computer Operation	30	30	the test individually.
	Total	130	130	

Stage-II - Typewriting Test [will be assessed on PC (Personal Computer) only]

(xi) For the post of Electrician cum Plumber:

Stage-I (Competitive Exam):

Test	Component of t	the test	Number of questions	Total	Duration of
Part-I	Reasoning Ability	V	15	marks	the test
Part-II			10	15	The test will
Part-III	General Awareness Language Competency	15	15	be of 2 ½ hours	
		30	30		

	Test (General English and General Hindi-15 marks each subject)			duration without any time limit for
Part-IV	Subject specific knowledge	60	60	each part of
	Total	120	120	the test individually.

Stage-II (Trade Test)

(xii) For the post of Lab Attendant:

Test	Component of the test	Number of questions	Total marks	Duration of the test
Part-I	Reasoning Ability	15	15	The test will
Part-II	General Awareness	15	15	
Part-III	Language Competency Test (General English and	30	30	be of 2 ½ hours duration without any time limit for
	General Hindi-15 marks each subject)			
Part-IV	Subject specific knowledge	60	60	each part of the test
	Total	120	120	individually.

(xiii) For the post of Mess Helper:

Stage-I (Competitive Exam):

Test	Component of the test	Number of questions	Total marks	Duration of the test
Part-I	Reasoning Ability	15	45	
Part-II	General Awareness	15	15 15	The test will
Part-III	Language Competency Test (General English and General Hindi-10 marks each subject)	20	20	be of 2 ½ hours duration
Part-IV	Subject specific knowledge (Food, Nutrition, Hygiene, Recipes of Indian Food and Sweets	70	70	without any time limit for each part of the test individually.
	Total	120	120	

Stage-II (Skill Test)

(xiv) For the post of Multi Tasking Staff:

Test	Component of the test	Number of questions	Total marks	Duration of the test
Part-I	Language Test (General English & General Hindi) 20 marks for each subject	40	40	The test will be of 2 hours
Part-II	General Awareness & Current Affairs	20	20	duration without any time limit for
Part-III	Basic Knowledge of Computer Operation	40	40	each part of the test
	Total	100	100	individually.

