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NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR
MAHATMA GANDHI AVENUE, DURGAPUR – 713 209, INDIA
An Institute of National Importance under MHRD , Govt. of India

NITD/Estt./Internal Promotion/2019/1

Date: 30.07.2019

NOTICE

Based on notifications (No. NITD/Estt./Internal Promotion/2019 dated 26th July 2019 & 30th July 2019), this is to inform all eligible applicants that Trade/ Skill /Proficiency test (for GP: Rs. 4800 or below) shall be conducted on **5th August 2019** as per following program:

1. Technical Staffs (Higher/Lower):

Venue: Respective department

Time: 10:00 AM – 1:00 PM

Nature of test:

- a) Written test (Multiple choice questions on relevant fields): Weightage: 20%, Duration: 45 min
- b) Trade Test: Weightage: 40%, Duration: 1 hr. 30 min.

The concerned departments shall assess the conducted tests and communicate the test results in a sealed envelope to the Office of the Registrar by 4:00 PM.

2. Ministerial Staffs (Higher/Lower):

Venue: Computer Centre (shall be organized centrally by the Office of the Registrar for all eligible candidates)

Time: 10:00 AM – 1:00 PM

Nature of test:

- a) Written test (Competency in document preparation): Weightage: 20% Duration: 45 min
- b) Trade Test (Test on typing speed, word processing/spreadsheet etc.): Weightage: 40 % Duration: 1 hr. 30 min.

3. Supporting Staffs:

Venue: Computer Centre (shall be organized centrally by the Office of the Registrar for all eligible candidates)

Time: 10 AM – 1 PM

Nature of test: Hands on applications, Weightage: 60% Duration: 1 hr. 30 min

Remaining 40% will be assessed by the Reviewing Authority in all cadres.

HoDs are requested to send the list of members assigned for Department level assessment of the respective department candidates. The no. of members may be 3-4 including one from other department.


30-07-19

REGISTRAR

Copy to:

- 1. All Heads of the Departments/Centres/Sections - with request to circulate among all concerns
- 2. Institute Website