

INDICATIVE SYLLABUS FOR VARIOUS POSTS

The detailed post wise syllabus for CBT is furnished as under :-

SL No.	PART- A (Common for all the Group B & C posts)
1.	GENERAL AWARENESS - Major current Events and Issues of India and World - Event of National and International Importance - Persons and places in recent news - Games and Sports related Activities etc. - Social media, Role of ICT and AI in Modern times.
2.	REASONING - Analytical Reasoning - Mental Ability: Number series, Letter series, Odd man out, Coding-Decoding, Problems relating to Relations, Shapes, and their sub-sections - Basic Numeracy: Elementary knowledge of Mathematical and Statistical Analysis - Data Analysis (Tables, Bar diagram, Line graph, Pie-chart)
3.	MATHEMATICS ARITHMETIC:- (i) Number systems: Natural Numbers, Integers, Rational and Irrational numbers, Real numbers, Divisors of an Integer, prime Integers, L.C.M. and H.C.F. of integers and their Interrelationship. (ii) Average (iii) Ratio and proportion (iv) Percentage (v) Profit and Loss (vi) Simple and Compound Interests (vii) Work and Time (viii) Speed, Time and Distance ALGEBRA:- (i) Factors of polynomials, L.C.M. and H.C.F. of polynomials and their interrelationship, Remainder theorem, simultaneous linear equations, quadratic equations. (ii) Set Theory:- Set, null set, subsets and proper subsets of a set, operations (Union, Intersections, difference, symmetric difference) between sets, venn diagram. GEOMETRY:- (i) Constructions and theorems regarding triangle, rectangle, square, trapezium and circles, their perimeter and area. (ii) Volume and surface area of sphere, right circular cylinder, right circular Cone and Cube. STATISTICS:- Collection of data, Classification of data, frequency, frequency distribution, tabulation, cumulative frequency. Representation of data - Bar diagram, Pie chart, histogram, frequency polygon, cumulative frequency curves (ogives), Measures of Central tendency: Arithmetic Mean, Median and Mode.
4.	GENERAL HINDI (हिंदी वर्णमाला, विराम चिह्न, शब्द रचना, वाक्य रचना, अर्थ, शब्द रूप, संधि, समास, क्रियाएँ, अनेकार्थी शब्द, विलोम शब्द, पर्यायवाची शब्द, मुहावरे और लोकोक्तियाँ, तत्सम एवं तद्भव, देशज, विदेशी (शब्द भण्डार), वर्तनी, अर्थ बोध, हिंदी भाषा के प्रयोग में होने वाली अशुद्धियाँ, हिंदी की प्रमुख बोलियाँ) GENERAL ENGLISH (Active Voice and Passive Voice, Parts of Speech, Transformation of Sentences, Direct and Indirect Speech, Punctuation and Spellings, Words meanings, Vocabulary & Usage, Idioms and Phrases, Fill in the Blanks), - Hindi & English Comprehension, Communication Skill

5.	COMPUTER AWARENESS COMPUTER BASICS: Organization of a computer, Central Processing Unit (CPU), input/output devices, computer memory, memory organization, back- up devices, PORTs, Windows Explorer. Keyboard shortcuts. SOFTWARE: Windows Operating system including basics of Microsoft Office like MS word, MS Excel and Power Point etc. WORKING WITH INTERNET AND E-MAILS: Web Browsing & Searching, Downloading & Uploading, Managing an E-mail Account, e-Banking. BASICS OF NETWORKING AND CYBER SECURITY: Networking devices and protocols, Network and information security threats (like hacking, virus, worms, Trojan etc.) and preventive measures.
----	---

Post Name	Part B - (Syllabus of the specialization)
Student Activity & Sports (SAS) Officer	Physical Education and Sports: i) Physical education and adapted physical education, their objectives Philosophies of education as applied to physical education, Growth and development of physical education in India, Wellness- its importance, benefits and challenges. Social aspects of sports- sports as a socializing agency, social values, sports leadership, Ancient & Modern Olympics games, Asian and Commonwealth games. Structure and functions of international and national bodies controlling various games and sports. Prominent honours and awards in games and sports. ii) Exercise physiology its scope and importance in the field of physical education and sports. Cardio respiratory adaptations to long and short term physical activities. Muscle- its types, characteristics and functions. Microscopic structure of muscle fibre. Types of muscle fibres and sports performance. Muscular adaptations to exercise. Bio-chemical aspects of exercise - Metabolism of food products. Aerobic and anaerobic systems during rest and exercise. Recovery process - Physiological aspects of fatigue. iii) Kinesiology and biomechanics. Modern trends in biomechanics. Planes and Axes of human body. Joints and their movements. Muscle attachments - Origin, insertion, action and leverage of the principal muscles used in sports. Motion: its laws and their application in sports. Mechanical advantage and applications of Levers in sports. Kinesiological, Muscular and mechanical analyses of fundamental movements: iv) Sports psychology- its importance in the field of physical education and sports. Motivation in sports- types, theories and dynamics. Psychological factors affecting sports performance- Emotions, Anxiety aggression, stress self-confidence, concentration, mental practice and goal setting. Personality- Theories of personality, measurement of personality. Long and short term psychological preparation for performance/competition. Psychological skill training for activation and relaxation

	v) Health- its objectives, Health education, its importance. Health- related physical fitness. Body weight control and its significance on health. Role of exercise, dieting and combination of exercise & dieting on weight control. Effects of pollution on health, Preventive and safety measures from pollution. Nutrition-Balanced diet & its components. Nutritional Deficiencies. Understanding of malnutrition and nutritional supplements. Effects of smoking, alcohol, & drugs on health; prevention and rehabilitation. vi) Sports training- its characteristics and principles. Training load, its features, principles and adaptation process. Means and methods of executing training load. Overload, its Causes, symptoms and remedial measures. Strength- its characteristics, types of strength, factors determining strength and strength development. Endurance- its characteristics, types of endurance, factors determining endurance and endurance development. Speed - its characteristics, types of Speed, factors determining Speed and speed development. Flexibility-its characteristics, types of flexibility, factors determining flexibility and flexibility development. Coordinative abilities- its characteristics, types of coordinative abilities, factors determining coordinative abilities and development of coordinative abilities. Technique and skill- its characteristics and importance. Different stages of technique development and technique training. Tactics and strategy. Periodization- its importance, objectives and types of periodization. Concept of different periods - Preparatory, competition and transitional. Types of Competition: Talent identification- process and procedure. vii) Research in physical education- its importance and classification. Ethical issues in research. Methods of research- Descriptive, historical and experimental. Experimental research designs. Identification and formulation of research problem. Types of research hypotheses and their formulation. Tools of research- Questionnaires, opinionnaires, Note taking and critical reading. Sampling Techniques- Probability and non-probability. Data, its types and collecting measures. viii) Test, measurement and evaluation - their types and importance in physical education and sports. Tests for fitness- Physical fitness, motor fitness, motor ability and motor educability. Test for fitness components - strength, endurance, speed, flexibility and coordinative abilities. Anthropometric Measurements- land marks and measurement of various body segments, height, sitting-height, weight, diameters, circumferences, skinfolds, body mass index, ponderal index. Somatotype and Posture evaluating techniques. Testing of physiological phenomenon- Heart rate, pulse rate & body temperature. ix) Disciplinary Procedures: CCS(Conduct) Rules, CCS(CCA) Rules, Procedure for disciplinary actions. Essential steps for handling disciplinary cases. CVC Guidelines. x) Purchasing: Purchasing Principles GFR-2017.Various
--	---

	purchasing Systems etc. GeM Rules and Central Public Procurement Portal. Preparation of Budget. Legal aspects of Purchasing. Procurement of Goods, Services and Works. Payment procedure etc. PFMS. CVC Guidelines of Procurement. Functions of CAG Audit in Procurement. xi) Store Management: Contract Management, Inventory Management, Bill of Materials. Stores Accounting. Stock-taking/stock verification, Valuation of stock in hand.
Assistant Librarian	i) Information Sources and Services Knowledge organization- Classification and Cataloguing Information and Communication technology ii) Library Automation iii) Internet and its applications iv) Digital Library Initiatives- National and International level v) Content Creation and Management vi) Information Storage and retrieval vii) Indexing. viii) Content analysis - Abstract and abstracting. ix) Vocabulary control. x) Information searching and media. xi) Information retrieval system xii) Research methods/ methodology and Statistical techniques. xiii) Management of Library and Information Centers. xiv) Information and communication. xv) Open access scholarly communication. xvi) IPR- Intellectual Property Rights. xvii) Information analysis- consolidation and repackaging- concept process and products xviii) Planning, management and marketing of an information consolidation unit. xix) Information systems- management of Academic library system, special library system and business information system. xx) Latest trends in LIS- Library and Information Science <i>All topics related to required Managerial and communication skills.</i>
Assistant Registrar	i) Service Matters: FR & SR, LTC Rules, Leave Rules, CCS Conduct Rules, TA/DA Rules, Medical Attendance Rules, Disciplinary & Vigilance, RTI Act, Office Procedure, NIT Act and Statutes, Reservation in Service Rules, etc., DPC, Pay Fixation, Seniority, Legal Matters, Foreign Service, Deputation, Labor Laws, Service Rules, CCS(Pension) Rules, New Pension Scheme. ii) Financial Administration: General Financial Rules (GFR), Elementary knowledge of Income Tax, GST Rules, Banking procedures of budgeting. iii) Public Procurement: Procurement of Goods and Services, GeM Rules and Procedures, Central Public Procurement Portal: Tendering, Procuring, etc., Contract Management, Inventory Management, Procurement Manuals, Import of Goods. iv) Noting & Drafting Skills.

Technical Assistant (Computer Science & Engineering)	i) Mathematics: Arithmetic, Geometric and Harmonic Progressions, Binomial expansion, Matrices, Elementary operations, Rank of a matrix Parabola, Ellipse and Hyperbola, Differentiation of a function, implicit function, parametric function. Successive differentiation. Maxima and Minima, Partial Differentiation, Definite and indefinite Integration. First order and first degree ordinary differential equations. Physics: Units and Dimensions with Dimensional analysis and their Limitation, Motion in one and two dimensions and Newton's Laws of Motion. Work and Energy and Conservation Laws of energy, Properties of matter i.e. Elasticity, Surface tension and viscosity in fluent motion, waves and vibration. Characteristics of waves and Simple Harmonic Motion, Rotational Motion, Conservation on angular momentum, Gravitation, Newton's law of gravitation, Kepler's law and Satellite, Heat and temperature. Measurement of temperature and mode of transfer of heat and their laws, geometric optics and simple optical instruments, Simple Law of electrostatics and their use to find the E and potential. Capacitors and dielectric constant, Laser, its principle and use, Superconductivity, Conventional and Non-Conventional energy sources. ii) Computer Organization and Architecture Binary representation, registers, Instruction set, timing and control, CPU, instruction cycle, addressing modes, CISC, RISC, synchronization, interrupt and exception, privileged and non-privileged instruction, hierarchical memory organization, memory mapping, cache memory, coherence, consistency, virtual memory, interleaving, DMA, Signed number, fixed and floating point numbers, control unit design, arithmetic and instruction pipelining: throughput, speedup, branch prediction, hazards iii) Programming, Data Structures, Algorithms, and Theory of Computation Programming in C, pointers, basic data structures, array, string, stack, queue, recursion, linear and non-linear data structures, searching and sorting algorithms, complexity and asymptotic analysis, Mealy and Moore machine, finite automata, Determinism and non-determinism, Regular expressions, minimization of deterministic finite automata PDA, regular grammar, CFG, Chomsky's hierarchy, closure properties, pumping lemma, Turing machine, halting problem iv) Operating System and Database Systems Basics of Popular Operating Systems (Linux & Windows), File and Directory Management, purpose of database system, Data Models, ER-Model, Introduction to UML, keys, integrity rules, Relational Database design, Normalization, Selection and projection, Joins, SQL: data definition, aggregate function, Null Values, nested sub queries, joined relations, ACID properties, serializability and concurrency control, Lock based concurrency control (2PL, Deadlocks), Time stamping methods v) Computer Networks and Web technologies Basic of Computer networks: LAN, WAN, OSI reference model, TCP/IP, sliding window protocol, Channel allocations problem, Ethernet, Wireless LAN, Broadband Wireless, routing algorithms, Congestion control algorithms, IPv4 and IPv6, Quality of Service, UDP and TCP, Domain name system,
---	--

	electronic mail, World Wide Web: architectural overview, dynamic web document and http, File Transfer Protocol, Simple Mail Transfer Protocol, Telnet, Concept of Internet, Applications of Internet, Search Engines
Technical Assistant (Electrical Engineering)	i) Mathematics: Arithmetic, Geometric and Harmonic Progressions, Binomial expansion, Matrices, Elementary operations, Rank of a matrix Parabola, Ellipse and Hyperbola, Differentiation of a function, implicit function, parametric function. Successive differentiation. Maxima and Minima, Partial Differentiation, Definite and indefinite Integration. First order and first degree ordinary differential equations. Physics: Units and Dimensions with Dimensional analysis and their Limitation, Motion in one and two dimensions and Newton's Laws of Motion. Work and Energy and Conservation Laws of energy, Properties of matter i.e. Elasticity, Surface tension and viscosity in fluent motion, waves and vibration. Characteristics of waves and Simple Harmonic Motion, Rotational Motion, Conservation on angular momentum, Gravitation, Newton's law of gravitation, Kepler's law and Satellite, Heat and temperature. Measurement of temperature and mode of transfer of heat and their laws, geometric optics and simple optical instruments, Simple Law of electrostatics and their use to find the E and potential. Capacitors and dielectric constant, Laser, its principle and use, Superconductivity, Conventional and Non-Conventional energy sources. ii) Elements of Electrical Engineering: Electrical and Magnetic circuits, EMF, Kirchhoff's law and Faraday's Laws, Network Theorems, AC circuit, RMS value Behavior of RLC elements, Series and parallel circuits, series and parallel resonance circuits, Transformers, Introduction to single phase and three phase transformers DC Machines, Theory, Constructions and Operation of three phase induction motors, Transmission and Distribution Advantages of high voltages for transmission, Comparison of 3 phase, single phase, 2 Phase and three wire D.C. Systems. iii) Elements of Electronic Engineering: Measurements Instrumentations, Errors, standards, accuracy precision resolution, Ammeters, Voltmeters, watt meters Energy meters, insulation tester, multimeter, CRO, measurement of V, I & F on CRO low, medium & high resistance measurement, AC bridges Transducers for measurement of temperature, displacement, communication system, types of modulation, demodulation, Analog Electronics Semiconductor diode circuits, zener diode and zener diode circuits, LED, photo diode, BJT, FET & their configurations and characteristics Biasing, small signal and Large signal amplifier, OP-AMPS, oscillators, regulated power supply. iv) COMPUTER LITERACY: Characteristics of Computer, Computer Organization, Input/output Devices, Computer Software-Relationship between Hardware and Software, Operating Systems, MS-Office (exposure of Word, Excel/spread sheet, Power point). Digital Signature, Application of information technology in Government for e-Governance,

	mobile/Smartphone, Information tasks.
Technical Assistant (Civil Engineering)	i) Mathematics: Arithmetic, Geometric and Harmonic Progressions, Binomial expansion, Matrices, Elementary operations, Rank of a matrix Parabola, Ellipse and Hyperbola, Differentiation of a function, implicit function, parametric function. Successive differentiation. Maxima and Minima, Partial Differentiation, Definite and indefinite Integration. First order and first degree ordinary differential equations. Physics: Units and Dimensions with Dimensional analysis and their Limitation, Motion in one and two dimensions and Newton's Laws of Motion. Work and Energy and Conservation Laws of energy, Properties of matter i.e. Elasticity, Surface tension and viscosity in fluent motion, waves and vibration. Characteristics of waves and Simple Harmonic Motion, Rotational Motion, Conservation on angular momentum, Gravitation, Newton's law of gravitation, Kepler's law and Satellite, Heat and temperature. Measurement of temperature and mode of transfer of heat and their laws, geometric optics and simple optical instruments, Simple Law of electrostatics and their use to find the E and potential. Capacitors and dielectric constant, Laser, its principle and use, Superconductivity, Conventional and Non-Conventional energy sources. ii) Computer awareness: Basic knowledge of Computer Applications, viz; MS Word, MS Excel, Power Point etc. Internet, MS-DOS, Data Entry, Softwares knowledge, applications of computers in civil engineering. iii) Surveying: Introduction, History and principles of chain survey. Classification, accuracy, types of chains and tapes. Direct and Indirect ranging. iv) Compass survey: Instrument and its setting up, Bearing and each included angle of close traverse. Local attraction. Magnetic declination and its true bearing. Precaution in using prismatic compass. v) Levelling: Auto level, dumpy Level, Tilting Level - introduction, definition · Principle of levelling. Levelling staffs, its graduation & types. Temporary and permanent adjustment, procedure in setting up. Level & horizontal surface. Datum Benchmark, Focusing & parallax Deduction of levels / Reduced Level. Types of leveling, Application to chain and Levelling Instrument to Building construction. Reciprocal levelling. vi) Contouring: Definition, Characteristics, Methods. Direct and Indirect methods · Interpolation of Contour, Contour gradient, Uses of Contour plan and Map. Application of contouring for road project. vii) Theodolite survey: Introduction. Types of theodolites. Uses, Methods of Plotting. Transit vernier theodolite. Terms of transit theodolite. Fundamental line of theodolite. Adjustment of theodolite. viii) Total Station: Introduction. Components parts, accessories used.

	ix) GPS (Global Positioning System): Introduction of GPS system. Definition and application of Remote sensing. x) Water supply: Introduction. Terms used in PHE. Various types of water supply pipes and fittings. Material specification. Type of overhead and underground water tanks. Tools and equipment's used in water supply system. Basic concept, terminology and process used in Water treatment plant. xi) Systems of sanitation: System of house drainage, plumbing, sanitary fittings, etc. Types of sewer appurtenance, Systems of plumbing. Type of sewage disposals.
Technical Assistant (Mechanical Engineering)	i) Mathematics: Arithmetic, Geometric and Harmonic Progressions, Binomial expansion, Matrices, Elementary operations, Rank of a matrix Parabola, Ellipse and Hyperbola, Differentiation of a function, implicit function, parametric function. Successive differentiation. Maxima and Minima, Partial Differentiation, Definite and indefinite Integration. First order and first degree ordinary differential equations. Physics: Units and Dimensions with Dimensional analysis and their Limitation, Motion in one and two dimensions and Newton's Laws of Motion. Work and Energy and Conservation Laws of energy, Properties of matter i.e. Elasticity, Surface tension and viscosity in fluent motion, waves and vibration. Characteristics of waves and Simple Harmonic Motion, Rotational Motion, Conservation on angular momentum, Gravitation, Newton's law of gravitation, Kepler's law and Satellite, Heat and temperature. Measurement of temperature and mode of transfer of heat and their laws, geometric optics and simple optical instruments, Simple Law of electrostatics and their use to find the E and potential. Capacitors and dielectric constant, Laser, its principle and use, Superconductivity, Conventional and Non-Conventional energy sources. ii) Computer awareness: Basic knowledge of Computer Applications, viz; MS Word, MS Excel, Power Point etc. Internet, MS-DOS, Data Entry, Softwares knowledge, applications of computers in mechanical engineering. iii) Automobile Engineering: Automobile and its development, Classification of automobiles, Transmission System, Steering System, Braking System, Dynamo and Alternator and Exhaust Emissions. iv) Computer Integrated Manufacturing: Introduction to NC, CNC & DNC, Construction and Tooling, Part Programming, System Devices, Problems in CNC Machines, Automation and NC system. v) Engineering Materials: Scope of Material Science, Crystallography, Metals and Alloys, Heat Treatment, Plastics and Advanced Materials. vi) Engineering Mechanics: Laws of Forces, Moment, Friction, Centre of Gravity and Simple Machines. vii) Fluid Mechanics: Type and Properties of Fluids, Pressure and its Measurement, Flow of Fluids and Flow through Pipes. viii) Heat-Transfer: Modes of Heat Transfer, Fourier's Law, Steady State Conduction, Composite Structures, Natural and Forced Convection and Thermal Radiation.

	ix) I.C. Engines: Working principle of two stroke and four stroke cycle, SI engines and CI Engines, Otto cycle, Diesel cycle, Dual cycle, Fuel Supply and Ignition System in Petrol Engine, Fuel System of Diesel Engine, Cooling and Lubrication and Testing of IC Engines. x) Machine Design: Design-Definition, Types of design, necessity of design, Design terminology: stress, strain, factor of safety, factors affecting factor of safety, stress concentration, methods to reduce stress concentration, fatigue, endurance limit, Design Failure, Design of Shaft, Design of Key, Design of Joints, Design of Flange Coupling and Design of Screwed Joints. xi) Machining and Machine Tool Operations: Cutting Tools and Cutting Materials, Lathe, Drilling, Boring, Shaping and Planning, Broaching, Jigs and Fixtures and Cutting Fluids and Lubricants, Welding, Pattern Making, Metal Forming Processes. xii) Mechanics of Materials: Stresses and Strains, Resilience, Moment of Inertia, Bending Moment and Shearing Force, Bending Stresses, Columns, Torsion and Springs. xiii) Metrology and Inspection: Linear and Angular Measurement, Measurement of Surface Finish and Measurements of Screw threads and Gauges. xiv) Refrigeration and air-conditioning: Fundamentals of Refrigeration, Vapour Compression System, Refrigerants, Air Refrigeration System, Vapour Absorption System and Refrigeration Equipment. xv) Theory of Machines: Simple Mechanisms, Friction, Power Transmission, Flywheel, Governor and Balancing. xvi) Thermodynamics: Fundamental Concepts, Laws of Perfect Gases, Thermodynamic Processes on Gases, Laws of Thermodynamics, Ideal and Real Gases and Properties of Steam. xvii) Turbo-machinery: Introduction to Turbomachines, Classification of Turbomachines, Steam Turbines and Steam Condensers, Gas Turbines and Jet Propulsion xviii) Vibrations: Types-Longitudinal, Transverse and Torsional vibrations, Dampening of Vibrations, Causes of vibrations in Machines, their Harmful Effects and Remedies.
Junior Engineer (Civil)	i) Mathematics: Arithmetic, Geometric and Harmonic Progressions, Binomial expansion, Matrices, Elementary operations, Rank of a matrix Parabola, Ellipse and Hyperbola, Differentiation of a function, implicit function, parametric function. Successive differentiation. Maxima and Minima, Partial Differentiation, Definite and indefinite Integration. First order and first degree ordinary differential equations. Physics: Units and Dimensions with Dimensional analysis and their Limitation, Motion in one and two dimensions and Newton's Laws of Motion. Work and Energy and Conservation Laws of energy, Properties of matter i.e. Elasticity, Surface tension and viscosity in fluent motion, waves and vibration. Characteristics of waves and Simple Harmonic Motion, Rotational Motion, Conservation on angular momentum, Gravitation, Newton's law of gravitation, Kepler's law and Satellite, Heat and temperature. Measurement of

	temperature and mode of transfer of heat and their laws, geometric optics and simple optical instruments, Simple Law of electrostatics and their use to find the E and potential. Capacitors and dielectric constant, Laser, its principle and use, Superconductivity, Conventional and Non-Conventional energy sources. ii) Computer awareness: Basic knowledge of Computer Applications, viz; MS Word, MS Excel, Power Point etc. Internet, MS-DOS, Data Entry, Software knowledge, applications of computers in civil engineering. iii) Surveying: Introduction, History and principles of chain survey. Classification, accuracy, types of chains and tapes. Direct and Indirect ranging. iii) Compass survey: Instrument and its setting up, Bearing and each included angle of close traverse. Local attraction. Magnetic declination and its true bearing. Precaution in using prismatic compass. iv) Levelling: Auto level, dumpy Level, Tilting Level - introduction, definition · Principle of levelling. Levelling staffs, its graduation & types. Temporary and permanent adjustment, procedure in setting up. Level & horizontal surface. Datum Benchmark, Focusing & parallax Deduction of levels / Reduced Level. Types of leveling, Application to chain and Levelling Instrument to Building construction. Reciprocal levelling. vi) Contouring: Definition, Characteristics, Methods. Direct and Indirect methods · Interpolation of Contour, Contour gradient, Uses of Contour plan and Map. Application of contouring for road project. vii) Theodolite survey: Introduction. Types of theodolite. Uses, Methods of Plotting. Transit vernier theodolite. Terms of transit theodolite. Fundamental line of theodolite. Adjustment of theodolite. viii) Total Station: Introduction. Components parts, accessories used. ix) GPS (Global Positioning System): Introduction of GPS system. Definition and application of Remote sensing. x) Water supply: Introduction. Terms used in PHE. Various types of water supply pipes and fittings. Material specification. Type of overhead and underground water tanks. Tools and equipment's used in water supply system. Basic concept, terminology and process used in Water treatment plant. xi) Systems of sanitation: System of house drainage, plumbing, sanitary fittings, etc. Types of sewer appurtenance, Systems of plumbing. Type of sewage disposals.
Library & Information Assistant	i) Library and Society: Laws of Library Science: Types of Libraries; Library Associations, Systems and Programmes; Library Movement and Library Legislation in India; Organizations and Institutions involved in the development of Library and Information Services – UNESCO, IFLA, FID, INIS, NISSAT, etc. ii) Library Management: Collection development – Types of Documents and Selection Principles, Acquisition Procedure,

	Acquisition of Journals and Periodicals, Preparation of Documents for use; Library Personnel and Library Committee, Library Rules and Regulations; Library Finance and Budget; Principles of Library Management, Library Organisation and Structure; Use and Maintenance of the Library – Circulation, Maintenance, Shelving, Stock Verification, Binding and Preservation, Weeding out, etc.; iii) Library Classification Theory and Practice: Canons and Principles, Library Classification Schemes– DDC, CC, UDC; iv) Library Cataloguing Theory and Practice: Canons and Principles; Library Cataloguing Codes – CCC and AACR. v) Reference and Information Sources: Bibliography and Reference Sources – Types of Bibliography; Reference Sources – Dictionaries, Encyclopedias, Ready Reference Sources, etc.; Sources of Information – Primary, Secondary, Tertiary, Documentary, Non-Documentary; E-Documents, E-Books, E-Journals, etc.; vi) Information Services: Concept and need for Information; Types of Documents; Nature and organization of Information Services, Abstracting and Indexing Services; Computer based Information Services – CAS, SDI; vii) Information Technology: Basics Introduction to Computers; Use of computers in Library housekeeping, Library Automation; Software and software packages; Networks – DELNET, NICNET, etc.; National and International Information Systems – NISSAT, NASSDOC, INSDOC, DESIDOC, etc.
Superintendent	Constitution of India, FR & SR, CCS Leave Rules, CCS Conduct Rules, CCS Pension Rules, New Pension Scheme, Disciplinary & Vigilance, LTC Rules, TA/DA Rules and other Allowances, GPF Rules, Office Procedure, Reservation & Concession in Services, Deputation, Foreign Service, Lien, Probation, Confirmation, Retirement, Resignation, DPC, LDE, Seniority, General Financial Rules-2017 & 2022, GeM Rules, Delegation of Financial Power Rules, Budgeting & Internal Audit, HEFA/ PFMS, Medical Attendance Rules & CGHS, etc.
Pharmacist	1. Pharmaceutics 2. Pharmaceutical inorganic chemistry 3. Pharmaceutical organic chemistry 4. Biochemistry 5. Pathophysiology 6. Computer application in pharmacy 7. Environmental science 8. Pharmaceutical microbiology 9. Pharmaceutical engineering 10. Pharmacology 11. Pharmacognosy and phytochemistry 12. Industrial pharmacy 13. Pharmaceutical jurisprudence 14. Herbal drug technology 15. Biopharmaceutics and pharmacokinetics 16. Pharmaceutical biotechnology 17. Pharmaceutical quality assurance 18. Instrumental methods of analysis 19. Novel drug delivery system 20. Biostatistics and research methodology 21. Social and preventive pharmacy

	22. Pharma marketing management 23. Pharmaceutical regulatory science 24. Pharmaco vigilance 25. Cosmetic science 26. Pharmacological screening methods 27. Dietary supplements and nutraceuticals <i>Detailed syllabus as per Pharmacy Council Of India, New Delhi for B.Pharma course</i>
Senior Assistant	Constitution of India, CCS Leave Rules, CCS Conduct Rules, LTC Rules, TA/DA Rules and other Allowances, Office Procedure, Probation, Confirmation, Resignation, General Financial Rules-2017 & 2022, GeMRules, Medical Attendance Rules & CGHS, etc
Technician	Physics, Chemistry and Mathematics (Class 12 th CBSE Syllabus)
Senior Technician	Physics, Chemistry and Mathematics (Class 12 th CBSE Syllabus)
