

## NOTIFICATION

**Subject:- Annual Departmental Typing Skill Test (for appointed on Compassionate Ground/ Release of Advance Increment) Examination-2021 and Annual Departmental Stenography Skill Test (100-WPM) for grant of Advance Increment to Stenographers Examination, 2021.**

All Departmental Candidates are hereby informed that the Annual Departmental Typewriting Test and Stenography Skill Test (100 WPM) Examination-2021 to be conducted in Computer mode in October, 2021. The closing date for receiving of the Applications Forms for the above said Skill Test is 18<sup>th</sup> October, 2021. The application Form of the examination is enclosed herewith.

2. The dictation for the Stenography Skill Test (100 WPM) in both Languages (Hindi or English) will be held through recorded Audio CD passage only.

3. All Departmental candidates are requested to submit their duly filled in Application Form before the closing date i.e. 18<sup>th</sup> October, 2021 to the Deputy Director, Staff Selection Commission, 5<sup>th</sup> Floor, Investment Building, LIC Campus-II, Pandri, Raipur-492004.

Assistant Director

**Staff Selection Commission**

**(MPR Region)**

Subject:- Annual Departmental Typing Skill Test (for appointed on Compassionate Ground/ Release of Advance Increment) Examination-2021 and Annual Departmental Stenography Skill Test (100-WPM) for grant of Advance Increment to Stenographers Examination, 2021

Closing of Date:- 18 Oct. 2021

Examination of Date:- Oct. 2021 tentatively

Paste Photograph  
Attested by HOD.

Signature of Candidate

1. Name of Candidate:-

2. Name of Father:-

3. Date of Birth:-

4. Designation:-

5. Date of Joining:-

6. Skill Test:- Typing Skill Test/Stenography Skill Test (100 WPM) ( tick the Skill test)

7. Medium:- HINDI OR ENGLISH ( tick the medium of Skill test)

8. Ministry / Office (in full Address:-

9. Present Address (in full Address):-

10. Shri/Ms. ....Is a regular/Temporary/Compassionate Graound employee only) and Ministry/office ..... under the following Cadre/Service: ( Tick Mark-Right) on the appropriate service:- **CSCS/AFHQ/RBCS/IFS (B)/ELCS/CVC/CWC/CHDCS/** other cadre.

11. Photo copy of the first page, second page and third page of Service Book along with date of joining and Grade pay should be enclosed with the Application Form after verified by Under Secretary (Admin/HOD).

I hereby declare that the Statement made in this Application Form is true to the best of my knowledge and belief.

Signature:-.....  
Name of candidate:-.....  
Designation:-.....  
Mob/Tel. Phone No:-.....

Place:-.....

Dated:-.....

Departmental Endorsement to be filled by the U. S./HOD/Office in Incharge which the Candidate Serving: Certified that the particulars given above are correct:

File No/Dy. No as on \_\_\_\_\_

Shri/Ms .....is a regular/Temporary/Compassionate Ground (LDC, UDC, ASO and Stenographer Grade 'D' on Compassionate Ground employee) and Basic Pay: -Rs:....., Grade Pay:- Rs:.....,Pay Bend:-Level.....in the office/Ministry of .....who is participating under the -----Cadre is eligible to take/appear in Typing Skill Test/Stenography Skill Test (Hindi OR English Medium) for release of advance increment only to be held in the Month of October, 2021.

Signature:-.....  
Name of Officer:-.....  
Designation:-.....  
Officer Seal:-.....  
Office Phone or Mob. No:-.....  
Dated :.....