

NATIONAL INSTITUTE OF AYURVEDA, JAIPUR

Deemed to be University under (*de-novo*) Category

Dated:-1-7-2022

Typing test for Candidates shortlisted for consideration for the Post of LOWER DIVISION CLERK

The Merit List of Candidates appeared in the Screening Test for the Post of Lower Division Clerk was declared and post on the Website of the Institute on 13-6-2022. Now the Typing Test(Hindi or English) for the Post of Lower Division Clerk will be Held on 15 July 2022(Friday) at 10.00 AM in the Institute. List of the Shortlisted Candidates called for Typing Tests is given below. The Criteria & Instructions for the Tests is also given here under. Candidates should read if Carefully.

Candidates should report in the Institute at 9.00 AM on 15-7-2022 with the following Original Documents:

1. Call Letter issued for the Screening Test
2. Call Letter issued for the Shorthand and Typing Test.
3. Photo Identify Card (Aadhar Card, Voter ID, Driving Licence etc.
4. Photocopy of the Photo Identify Card.


JOINT DIRECTOR(ADMN.)

30-6-2022

LIST OF CANDIDATES CALLED FOR TYPING TEST

LDC

2 POST- GEN

S.No.	Merit	Roll No.	Marks	Name	Cate.
1.	1	60002	80	Abhishek Gupta	GEN
2.	2	60071	79	Gunjan Sharma	GEN
3.	3	60056	75.5	Dinesh Kumar	GEN
4.	4	60172	73.5	Rahul Agarwal	GEN
5.	5	60029	73	Ashish Sharma	GEN
6.	5	60273	73	Vinod Swami	OBC
7.	6	60264	72.5	Vikas	OBC
8.	7	60078	72	Himanshu Kachhwaha	OBC
9.	7	60259	72	Varsha Waswani	GEN
10.	9	60019	70.5	Amit	GEN
11.	9	60242	70.5	Sunil Kumar Garhwal	OBC

LDC

1 POST-OBC

S.No.	Merit	Roll No.	Marks	Name	Cate.
1.	8	60129	71.5	Mukesh Kumar	OBC
2.	9	60242	70.5	Sunil Kumar Garhwal	OBC
3.	10	60207	70	Sachin	OBC
4.	11	60012	69.5	Ajay Pal	OBC
5.	11	60190	69.5	Rakesh Swarnkar	OBC

Important Instructions for Typing Test

1. Candidates are required to report for the Test at the Reporting Time indicated in their Call/Permission Letter.
2. Every Candidate has to sign the Attendance Sheet for the Test.
3. The English/Hindi Typing Speed Test will be conducted on **Computer only**. Computer will be provided by NIA at the venue of the Test. The Test will be in MS Word Format.
4. Candidates Should Create Word File on the Desktop of the Computer provided. The word File created by the candidate for the Test should be saved carefully with File Name by his Roll No. (For Example: 001)
5. Candidates can opt Devlys or Kurti Dev Font for Hindi and Times New Roman for English Typing.
6. Before starting the Typing Test, Candidates should Type their Name and Roll Number on Top of the page.
7. After completing the Typing Test, Print-out of the Typed matter will be taken out and the Candidate will sign at the end of each Page.
8. Candidates will be given time for a Trial Test before the Actual Typing test.
9. Candidates must start typing from the beginning of the Paper provided.
10. The duration of the Typing Test will be 10 Minutes only. It will consist of one Paper of running matter.
11. A Bell will ring for starting and stopping the Typing Test.
12. The prescribed Typing Sped is 30 words Per minute in English corresponding to 9000 KDPH respectively, on an average of 5 key depressions for each word on Computer.
13. The Typing Test will be for qualifying in nature and no weight age will be given while preparing the final merit list.
14. **The Prescribed Typing Speed is 35 words per Minute in English or 30 words per Minute in Hindi corresponding to 10500 KDPH/ 9000KDPH respectively, on average of 5 key depressions for each word on Computer.**
15. Candidates will not be permitted to leave the Examination Hall until expiry of the Time allotted for the Test.
16. Candidates must observe silence in the Examination Hall.
17. Candidates must return the Paper along with their Transcripts to the Invigilator after the Type Test is over. Candidates are not allowed to take the Paper or Transcript out of the Examination Hall. They should not tear any sheet given to them.
18. Candidates must abide by any further instructions that may be given to them orally by the staff conducting the Test. If any candidate fails to do so or indulges in disorderly or improper manner/conduct, he will render himself liable to expulsion from the Test.