



DELHI CANTONMENT BOARD

PATTERN OF EXAM FOR JUNIOR CLERK EXAM-2015

STAGE-1

The candidates will have to appear in an objective type paper having multiple choice based questions on the following main topics:

- General Intelligence & Reasoning
- English Language
- Quantitative Aptitude and
- General Awareness

Total Number of Questions: 100

Total Marks Allotted: 100

Duration of Exam: 2 hours/ 120 minutes

- The candidates will be given one mark for each correct answer whereas a deduction of 0.50 marks will be done for every wrong answer.
- The question paper will be bi-lingual i.e- English & Hindi except English language questions.
- The candidate will answer on the OMR Answer sheet by darkening the appropriate circle/bubble with black/blue ball-point pen which should not be changed as the computer processing will automatically discredit marking of more than one answer to question during evaluation. Candidate must also ensure that he/she does not leave any visible mark on answer sheet; otherwise the answer will be treated as wrong and will invite negative

marking. The candidate should bring his/her own good quality black/blue ball-point pen for the exam.

- Evaluation of papers will be through scanning of OMR Sheets and preparation of merit list through computer automatically after scanning.
- Candidates in the ratio of 1:3 will be taken for the merit list category wise and the shortlisted candidates have to undergo another examination to test their computer skill & writing ability.

Note: The result of the stage-1 will be announced on the same day.

STAGE-2

Those candidates who are shortlisted will have to appear for second stage testing. It will be conducted to check candidate's writing skills & knowledge of computers.

- **ESSAY WRITING**

The candidates writing skills will be tested in Essay writing/Letter writing in English for 25 marks.

- **COMPUTER PROFICIENCY TEST**

In Computer proficiency test, the knowledge of computers will be tested which includes the question/skills from MS-Word, MS-Excel, MS-Powerpoint. It will carry 25 marks.

FINAL RESULT

The final result will be declared category wise on the basis of the aggregate marks obtained in both the stages. **The candidate's final selection will be subjected to the original document verification as per the qualification eligibility criteria mentioned in the advertisement for the recruitment of Junior Clerk before giving the appointment letter.**

Note: All candidates are required to bring all original documents related to age and qualification criteria on stage-2 of the exam.