No. Admn/HT17(02)/Rectt/2025 21 Nov 2025

NOTIFICATION

With reference to advertisement no Admn/Rectt/2025/17 dated 09th July 2025 for the position of Hindi Typist (on purely tenure/deputation/contract basis).

The list of Eligible applicants is enclosed at Annexure I.

The tentative date for the written test & skill test is 13 Dec 2025. The syllabus for the same is at Annexure- II.

Sdx Chief Administrative Officer

Annexure I to Notification no. Admn/HT17(02)/Rectt/2025 dated 21 September 2025

LIST OF CANDIDATES ELIGIBLE	
No.	Application No
	IIMM-HINDI-TYPIST-00002
	IIMM-HINDI-TYPIST-00032

Examination Pattern

The 60 minutes examination will comprise multiple-choice questions with one correct answer/one word answers and descriptive question.

The question paper will have two sections, namely General Section and Post Related General Awareness & Aptitude Section. One (1) mark will be awarded for each correct multiple-choice answer/One word Answer. Unanswered questions and incorrect answers will not attract negative marks.

(Syllabus)

Objective type questions

- **Part-A General Hindi** 20 objective type questions carrying one mark each
- Part-B General Knowledge and Reasoning Ability 10 objective type questions carrying one mark each
- **Part-C Arithmetic** 10 objective type questions carrying one mark each
- **Part-D** Computer Literacy 10 objective type questions carrying one mark each

Descriptive Question

Hindi Grammar – 10 marks; and any three of the following – Essay, Letter, Precis, or Comprehension.