

APPENDIX-4

**Plan of Examination for the post of Programmer Grade-2,
Computer operator Grade-'B' and manager (system)**

For Programmer Grade-II

(i) There shall be one objective type question Paper of which the time will be 2 hours. (ii) There shall be 150 questions and 150 marks i.e. each question carrying 01 mark. (iii) Three times candidates shall be called for interview relative to total vacancies. (iv) There shall be 20 marks for interview. (v) The result shall be prepared on the basis of the marks obtained by candidates in written Test and interview i.e. Total marks 170 and after considering the reservation of different categories Final result shall be declared.

Distribution of marks

Topics	Marks
(a) Computer Application	90
(b) Logical Ability	30
(c) Mathematics (Fundamental Concepts)	15
(d) English Comprehension (Unseen Passage)	15
	150
Interview	20
Total	170

For Computer Operator Grade "B"

- (1) There shall be one objective type question paper of which the time will be 2 hours.
- (2) There shall be 85 questions and 170 marks. Each question carrying 02 marks.
- (3) In the question paper 50 questions will be based on essential eligibility no. 1 and 35 questions will be based on essential eligibility no. 2 and 3 respectively.
- (4) The English and Hindi type Test will be of 27.5-27.5 marks (Total 55 Marks)
- (5) The Time period for English and Hindi Type Test shall be 10 minutes each.
- (6) The minimum essential required speed of Hindi type on computer is 25 w.p.m. and English type on computer is 40 w.p.m.
- (7) The result shall be prepared on the basis of total 225 marks in which 170 marks of written test and 55 marks of Hindi and English type writing.

Distribution of marks

Topics	No. of Questions	Marks
(a) Exposure to Computer System and Application	50	100
(b) Logical Ability	10	20
(c) General Awareness	15	30
(d) English Comprehension (Unseen Passage)	10	20
Total		170

(e) English and Hindi Typing (Each of 27.5 marks)		55
Total		85
<u>For Manager (System)</u>		225
(1) There shall be one objective type question paper of which the time will be 2 hours.		
(2) There shall be 85 questions and 170 marks. Each questions carrying 2 marks.		
<u>Distribution of marks</u>		
Topic	No. of Questions	Marks
(a) Computer Application	50	100
(b) Logical Ability	15	30
(c) Mathematics (Fundamental Concepts)	10	20
(d) English Comprehension (Unseen Passage)	10	20
Total	85	170
(3) There shall be 50 marks for interview		
<u>APPENDIX-5</u>		
<u>Syllabus</u>		
<u>For Programmer Grade-2</u>		
Exposure To Computer Application Include following		
(1). OS	: Windows/Unix Commands & Tools	
(2). Progammng Language	: C, C++, Java	
(3). Scripting Languages	: Java Script, Perl etc.	
(4). DATA BASE	: Basic Concepts, Queries, Transact	
(5). DBMS Packages	: MS Access, ORACLE, MYSQL, SQL Server	
(6). WEB SERVER (APACHE IIS)	: Deployment and knowledge of PHP, ASP, NET	
(7). NETWORK	: Internet working, Internet Socket programming skills.	
(8). Web Content Development	: HTML/XML exposure	
(9). Document Preparation	: Working knowledge of Office Suite	
<u>For Computer Operator Grade "B"</u>		
(a) Course for Aptitude Test —The Computer operator needs to assist Programmer and higher ups in day to day operations. He/she must have		

basic knowledge of Computing System with different operating system (live windows/Unix) and have working knowledge of one or two programming languages. He/she may also have exposure on DBMS packages. They should be good in information ordering and possess oral and written comprehensive skills.	
The point wise syllabus is as follows :	
(1) OS	: Working knowledge with essential commands of Windows/Unix.
(2) Programming Languages	: Programming skills in C and C++ or JAVA
(3) Document Preparation	: Deep exposure in Office Suites
(4) DBMS Packages	: Data Entry skills in different DBMS packages like MS Access, ORACLE, MYSQL etc.
(5) Internet	: Exposure on Web Server and Web Page management
<u>For Manager (System)</u>	
<u>Computer Application</u>	
1. Computer Fundamental: Computer Fundamentals and computer organization.	
2. Programming Logic and Data Structure: Programming Logic Using 'C' involving assignment, conditionals, loops and function/procedure calling, Data Structure implementation using 'C' involving list handling (sorting and searching) stacks, queues binary tree, and graph.	
3. Data Base: Foundations of Database Management system involving table creation, query writing and fetching results, transaction processing etc, Exposure to oracle and My SQL.	
4. OS: Foundations of Operating Systems involving familiarity with the working environment of Windows and Linux systemr for coding, document creation, spread sheet management, browsing etc.	
5. Network: Foundations of Computer Networks & Communication involving making system ready for internet activity like ip setting, proxy setting, wifi setting, usage and installation of Networking devices (both active and passive).	
6. Web Technology: Foundations of Web Technology involving knowledge of HTML/XML for web page creation, web portal management.	
7. MIS: Understanding of Manaagement information System and E commerce involving net banking and e tendering etc.	
8. User Data Management: Understanding of Python for application involving data management.	
9. Document Preperation: Working Knowledge of Office Suite.	

Secretary

Size: 38 cm x 25 cm = 950 sq. cm.
R.D. Advertising Pvt. Ltd. (7)