

: INSTRUCTIONS FOR CANDIDATES:

WRITTEN TEST & INTERVIEW SCHEDULE FOR POST OF SYSTEM ANALYST

Sl. No.	Particulars	Date	Time FROM - TO	Venue
1	Written Test	03/08/2017	10:00 am-12:00 am	Conference room, NAAC campus
2	Interview	03/08/2017	02:30 pm	Board Room NAAC Campus.

1. Written test is part of the selection process and it is mandatory.
2. Candidates should report on or before 9.00 am at NAAC Campus. Candidates who report after 09:15 am (window time) will not be permitted to take written test. At 09:15 the candidates will be allowed to enter the examination hall and from 09:30 to 09:45 Instructions will be given to familiarise the mode of examination
3. The test will be of two hours duration and will carry a maximum of 100 marks.
4. Written examination will comprise of Objective type questions with multiple-choice answer.
5. No marks will be deducted for questions not attempted.
6. There will be no negative marks.
7. Candidate must be careful in filling the OMR sheet to avoid the mistakes.
8. Candidate should only use BLACK or BLUE ball pen to fill the OMR sheet.
9. Use of calculator/mobile or any other electronic gadgets inside the examination hall is prohibited.
10. A candidate will not be permitted to leave the examination during examination hours. Permission to leave the examination hall will be only after the examination hours.
11. The result of the written test will be declared within 2 hour after the examination.
12. Only those candidates who are in Top 10 Merit list in the written examination will be eligible for appearing for the Interview. The interview will be held on same day at 02:30 pm
13. No travel expenses or accommodation will be provided for candidate for appearing in written Examination/Interview.

Following documents needs to be produced for verification

(A) (All in Originals)

1. SSLC Marks/ SSC Card / Matriculation Certificate/ Date of Birth Certificate for Proof of Age.
2. Relevant Degree certificates and marks cards as indicated in your application.
3. Copies of Caste Certificate :
 - a) For SC/ST : Latest caste certificate issued by Competent Authority.
 - b) For OBC : Latest caste certificate issued by Competent Authority + Non Creamy Layer Certificate as per GOI norms.
4. Employment Certificate: Persons working in Central / State Govt. / Autonomous Bodies / Universities and Other Govt. Departments should submit Employment Certificate from the Present employer.
5. ID and Address proof of applicant.
6. Written Test Intimation letter
7. 2 Passport size photocopy
8. Application copy applied for SA post at NAAC.
9. No Objection Certificate (Only for GoI employees)



Arun.M

प्रशासनिक अधिकारी