

CENTRE FOR TRAINING AND DEVELOPMENT (CENTRAD)
CONTROLLER GENERAL OF DEFENCE ACCOUNTS
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MOST IMPORTANT CIRCULAR

WEBSITE/WAN

No.AN/SAS/16502/MTS-CLK/OCT./2016/PROG.

Dated: 31.05.2016

To

All PCsDA including Principal IFAs
 All Controllers of Defence Accounts including IFAs
 The Pr. Controller of Accounts (Fys.), Kolkata and
 All Controllers of Finance and Accounts (Fys.),
 Including Chief Internal Auditor.

Subject: **Holding Examination for promotion of educationally qualified MTS to the grade of Clerk scheduled to be held in October, 2016.**

It has been decided to conduct the examination for promotion of educationally qualified MTS to the grade of Clerk as per schedule given below:-

Date	Time	Details of Test	Max. Marks	Total aggregate marks to be obtained by candidates for being declared as pass	
				GEN	SC/ST
17.10.2016 (MONDAY)	10.00 to 12.00 Hrs.	<u>General English/Samanya Hindi</u>	100	40	35
		(i) Letter writing = 50 Marks /Essay			
		(ii) Dictation = 30 Marks			
		(iii) Grammar* = 20 Marks			
		Typewriting Test } ** 50 (English/Hindi) } Marks			

Note:

* The grammar portion will contain

(a) corrections to simple sentences;

(b) Filling up the blanks with meaningful words e.g. prepositions, conjunctions etc.

(c) antonyms /synonyms.

