

Orthopedically Challenged (OC)

Only those Orthopedically Challenged candidates who have locomotor disability or cerebral palsy with locomotor impairment of minimum of 40% and only those who fall in the following categories are eligible to apply:

BL – Both legs affected but not arms

OA – One arm affected (R or L):- a) Impaired reach; b) Weakness of grip; c) Ataxia

OL – One leg affected (R or L)

MW – Muscular weakness and limited physical endurance.

RELAXATION AGAINST CANCELLED NOTIFICATION NO. REC/2016/01

The applicants for the post of **Office Executive and Stenographer (renamed as Executive Assistant)** against Notification No REC/2016/01, who appeared in the Written Test, held on 27.03.2016, shall be eligible for applying for the post of Office Executive and Executive Assistant, respectively. These candidates will get relaxation in upper age limit and will not be required to pay any Application Fee if they are applying for the respective posts. This relaxation is given to the candidates owing to the cancellation of the recruitment process for the said posts against Notification No REC/2016/01.

MODE OF SELECTION

Selection of candidates for all posts will be made on the basis of the performance of the eligible candidates in the Written Test, Computer Proficiency Test (CPT)/Stenography Test (where applicable) and Personal Interview. Based on the performance of the candidates in the Written Test, the shortlisted candidates will be called for Computer Proficiency Test (CPT)/Stenography Test in **1:5 ratio** for the posts of Office Executive and Executive Assistant respectively in each category as per notified vacancy strictly as per merit. For all the notified posts, the candidates will be shortlisted for Interview in **1:3 ratio** in each category based on their performance in the Written Test/CPT/Stenography test.

In case of tie in score (combined) for any post, for determining merit position under this Notification, the following methods will be adopted by WBSETCL:

- a) In case of two or more candidates scoring equal marks (combined), the candidate senior in age will be given preference.
- b) If the aggregate/combined marks and also the date of birth be same, the candidate scoring higher in written examination will be given preference.

The schemes of various tests for selection are as follows:

A. WRITTEN TEST

The segments wise mark distribution of the written examination will be as follows:

POST NAME	TOTAL MARKS	TOTAL TIME	DOMAIN MARKS (PART - A)	GENERAL APTITUDE (PART - B)	ENGLISH TEST (PART - C)	BENGALI / NEPALI TEST (PART - D)
Special Technical Assistant/Linesman	100	90 minutes	60	20	15	05

POST NAME	TOTAL MARKS	TOTAL TIME	REASONING (GROUP-A)	GENERAL KNOWLEDGE (GROUP-B)	ARITHMETIC (GROUP-C)	ENGLISH TEST (PART - D)	BENGALI / NEPALI TEST (PART - E)
Executive Assistant / Office Executive	100	90 minutes	60	10	10	15	05

Medium of Examination: English

Marks per question: 1 (one)

No. of answer Options: 4 (A, B, C, D)

Negative marking: There will be no negative marking for wrong answers.

Minimum Qualifying Marks:

- **Minimum Qualifying marks considering all parts in the MCQ Type Test:**

40% for UR & OBC-A/B

35% for SC

30% for ST

30% for PH

- **Minimum Qualifying marks in English & Bengali / Nepali Tests:**

For all the notified posts, a candidate will have to score a minimum of 05 (five) out of allotted 20 (twenty) marks to qualify.