



No.F: 1-2/2015-NVS(Estt.I)/Vol II/Pt/ 8205

Dated : 22.06.2018

NOTICE

This is in continuation to Samiti's notice of even number dated 15.05.2018 published on the website of the Samiti regarding conduct of skill test (English/Hindi) for the posts of Stenographer under non-teaching recruitment drive-2017. The Skill Test in respect of shortlisted candidates for the post of Stenographer is scheduled on **27.06.2018** at **iON Digital Zone, Mathura Road, New Delhi** as per the following schedule:

NVS STENO TYPING TEST (English)					
S. No.	Activities/Actions	Start Time	Time Interval	End Time	Remarks
1	Candidate Reporting Time	07:30 AM			
2	Candidate Entry Closing	08:30 AM	60 MINUTES		Candidate Entry will close at 08:30AM
3	Biometric Registration	7:30 AM	90 MINUTES	09:00 AM	Biometric Registration will start from 07:30 AM
4	Mock Audio	09:10 AM	2 + 8 = 10 minutes	09:20 AM	Play Mock audio clip (160 words) (2 Minutes with no. of replays to check with audio clarity (candidate will write in short hand on their respective steno pads during this time)
5	Actual Clip	09:20 AM	10 minutes	09:30 AM	Play Actual audio clip(800 words) (candidate will write in short hand on their respective steno pads during this time)
6	Break	09:30 AM	10 minutes	09:40 AM	Break is given to fare the written Actual content in shorthand
7	First Login Time	09:40 AM	10 MINUTES	09:50 AM	Candidate will read instructions
8	Mock- Typing	09:50 AM	5 MINUTES	09:55 AM	Candidate will check keyboard & keys operation and Ready to Begin
9	Break	09:55 AM	5 MINUTES	10:00 AM	If any candidate system key are not working ,during this time same need to be taken care
10	Start of Actual Typing	10:00 AM	Time allotted for typing audio content depending on type of candidate	10:50:00	
11	End of Actual Typing	10:50 AM	Time allotted for typing audio content depending on type of candidate		Submit button gets enable for submission
12	Break	10:50 AM	5 MINUTES	10:55 AM	
13	MOCK TYPING	10:55 AM	5 MINUTES	11:00 AM	(English word of 200 words)
14	ACTUAL TYPING	11:00 AM	10 minutes	11:10 AM	English (40 words per minute)(English word of 400 words)

NVS STENO TYPING TEST (Hindi)

S. No.	Activities/Actions	Start Time	Time Interval	End Time	Remarks
1	Candidate Reporting Time	11:30 AM			
2	Candidate Entry Closing	12:30 PM			
3	Document Verification & Collection	11:30 AM	90 MINUTES	01:00 PM	
4	Mock Audio	01:10 PM	2 + 8 = 10minutes	01:20 PM	Play Mock audio clip(120 words) with no. of replays to check with audio clarity (candidate will write in short hand on their respective steno pads during this time)
5	Actual Clip	01:20 PM	10 minutes	01:30 PM	Play Actual audio clip(600 words) (candidate will write in short hand on their respective steno pads during this time)
6	Break	01:30 PM	10 minutes	01:40 PM	Break is given to fare the written Actual content in shorthand
7	First Login Time	01:40 PM	10 MINUTES	01:50 PM	Candidate will read instructions
8	Mock- Typing	1:50 PM	5 MINUTES	01:55 PM	Candidate will check keyboard & keys operation and Ready to Begin
9	Break	01:55 PM	5 MINUTES	02:00 PM	If any candidate system key are not working ,during this time same need to be taken care
10	Start of Actual Typing	02:00 PM	Time allotted for typing audio content depending on type of candidate		Submit button gets enable for submission
11	End of Actual Typing	03:05 PM	Time allotted for typing audio content depending on type of candidate (65 MINUTES)		Submit button gets enable for submission
12	Break	03:05 PM	5 MINUTES	3:10 PM	
13	MOCK TYPING	3:10 PM	5 MINUTES	3:15 PM	(Hindi word of 150 words In-script Devnagari)
14	ACTUAL TYPING	3:15 PM	10 minutes	3:25 PM	Hindi (30 words per minute)(Hindi word of 300 words)

Hall Ticket/E-Admit Card downloading link for skill test is already sent to the registered e-mail ids of the shortlisted candidates for the post of Stenographer. However, provision is also made available on Samiti's website and designated portal for downloading hall ticket for skill test.

Candidates are advised to visit the Samiti's website www.nvshq.org & designated recruitment portal www.nvsnt2017.org on a regular basis for further updates.


 (Krishan Gaur) 2016
 Section Officer(Estt-I)