

**TEST MATRIX :**

Post Category/Type	Duration of Written Test	Written Test	Computer Proficiency Test	Viva-Voce	Total
		Objective Test			
Office Executive Junior Operator Technician Cum Technical Assistant	2 Hours**	100	20	30	150

**Category-wise Minimum Qualifying Marks:**

SI No.	Caste Category	Qualifying Marks***
1	General Category	40%
2	Scheduled Caste	35%
3	Scheduled Tribe	30%
4	OBC(A)/OBC(B)	35%
5	Person with Disability	30%

**\*\*Note:** Securing minimum qualifying marks will not guarantee any entitlement to the next stage of selection process.

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

- In case of two or more candidates scoring equal marks (combined):** The candidate senior in age will be given preference.
- If the aggregate/combined marks and also the date of birth be same:** The candidate scoring higher in written examination will be given preference.
- If the aggregate, date of birth and score in written examination be the same:** The candidate having higher score in Viva-Voce/Personal Interview will be given preference.

**Particulars of Written Test & Computer Proficiency Test are mentioned below:**

SI No.	Name of the Post	Mode of Examination	Test Type	Marks	Question Break-up		Duration
					Type	Marks Allotted	
1	Office Executive	Written	MCQ	100	General Awareness	15	120 Mins.
					Reasoning	15	
					Quantitative Aptitude	20	
					English Grammar & Comprehension	20	
					Data Analysis, Data Interpretation & Data Sufficiency	20	
		Computer Awareness (MS-Office)	10				
		Computer Proficiency Test	Computer Based	20	MS Office (MS Word, MS Excel and Power Point)	20	30 Mins.
2	Junior Operator Technician Cum Technical Assistant	Written	MCQ	100	General Intelligence/Reasoning	10	120 Mins.
					Test of Elementary English	15	
					Quantitative Aptitude/Elementary Math	15	
					General Knowledge	10	
		Domain Knowledge	50				
		Computer Proficiency Test	Computer Based	20	MS Office (MS Word, MS Excel and Power Point)	20	30 Mins.

**\*\* The Question Paper Booklets (all the relevant series A, B, C & D) along with Model Answer Key will be uploaded after 24 hours of the completion of Written Test on the online application portal. A timeline of 07 days will be given for tracking objections from the candidates, post-which WBSEDCL will be uploading the final answer key after a span 10-15 days.**