

**SCHEME/PATTERN & INDICATIVE
SYLLABUS OF EXAMINATION
FOR “GROUP-A POSTS”**

[Reference: Recruitment Advertisement
No.BOAT(NR)/2021/1
Published in the Employment News
dated 31 July to 06 August 2021]



**BOARD OF APPRENTICESHIP TRAINING
(NORTHERN REGION)
16/1-A, LAKHANPUR,
KANPUR - 208 024**

Scheme/pattern and indicative syllabus of examination

A. Scheme of Examination for the post of Deputy Director (Group-A, Pay Level-11):

Step	Description	Duration	Marks
Written Test	Objective Type Test (CBT*)	1 hour 30 minutes duration	100 Marks
Interview	-	-	100 Marks
	Total	-	200 Marks

* CBT= Computer Based Test

1. Written Test Pattern: Objective Type Test (CBT)

Section	Subject	No. of questions (01 Marks each)	Marks	Time Duration
A	Rules & Regulations	25	25	1 hour 30 minutes
B	i) Knowledge of Computers	10	10	
	ii) General Intelligence, Aptitude & General Awareness	15	15	
C	Apprenticeship Training	25	25	
D	Test of English Language and Noting & Drafting	25	25	
	TOTAL	100	100	

2. Indicative Syllabus for the Written Test

2.1 Objective Type Test (CBT): The questions will be designed to test the ability of the candidate's knowledge and awareness about the subjects detailed below:

2.1.1 Section A:- Rules & Regulation: The syllabus includes question on office procedures and service rules such as GFR- 2017, Leave Rules, FRSRs, RTI, NPS, Conduct Rules, CEA, etc. and Apprentices Act, 1961 as amended time to time & Apprenticeship Rules.

2.1.2 Section B:-

i) Knowledge of Computers: Test may include questions on knowledge of computers, online communication, word processing etc.

ii) General Intelligence, Aptitude: The syllabus includes questions of both verbal and non-verbal types. Test may include questions on analogies, similarities, differences, space visualizations, problem solving analysis, judgment, decision making, visual memory, discrimination, observation, relationship, concepts, arithmetical reasoning, verbal and figure classification, arithmetical number series etc.

General Awareness: Questions will be designed to test the ability of the candidate's general awareness of the environment around him and its application to society. Questions will also be designed to test knowledge of current events and of such matters of everyday observation and experience in their scientific aspects as may be expected of an educated person. The test will also include questions relating to India and its Neighboring countries

especially pertaining to Sports, History (post-independence), Culture, Geography, Economic scene, Indian Constitution, and Scientific Research etc. These questions will be such that they do not require a special study of any discipline.

- 2.1.3 Section C:- Apprenticeship Training:** Apprentices Act, 1961 as amended time to time & Apprenticeship Rules. The test will cover question on apprenticeship training etc.
- 2.1.4 Section D:- Test of English Language and Noting & Drafting :** In addition to the testing of candidate's understanding of the English Language, its Vocabulary, Grammar, Sentence Structure, Synonyms, Antonyms and its correct usage etc. knowledge on noting drafting etc. would also be tested.

3. General Instructions

- 3.1 The question paper would be bilingual (English and Hindi) except English paper.
- 3.2 There shall be negative marking for wrong answers to the tune of 1/4th of marks allocated per question.
- 3.3 Merit List for interview will be prepared based on marks obtained in the written test. In order of merit, the number of candidates to be considered for Interview shall normally be 12 (Twelve) for first vacancy and 05 (Five) for each subsequent vacancy for the post. However, BoAT(NR) reserves the right to increase or decrease the number of candidates.
- 3.4 Final merit shall be drawn on the basis of interview only.
- 3.5 Examination will be conducted at Kanpur. However, BoAT(NR) may at its discretion change, cancel, reassign, alter any venue / centre or all venues / centre without assigning any reason thereof.

B. Scheme of Examination for the post of Assistant Director (Group-A, Pay Level-10):

Step	Description	Duration	Marks
Written Test	Objective Type Test (CBT*)	1 hour 30 minutes duration	100 Marks
Interview	-	-	100 Marks
	Total	-	200 Marks

* CBT= Computer Based Test

1. Written Test Pattern: Objective Type Test (CBT)

Section	Subject	No. of questions (01 Marks each)	Marks	Time Duration
A	Rules & Regulations	20	20	1 hour 30 minutes
B	Knowledge of Computers	20	20	
C	General Intelligence, Aptitude & General Awareness	30	30	
D	English Language & Comprehension	30	30	
	TOTAL	100	100	

2. Indicative Syllabus for Objective Type Test

2.1 Objective Type Test: The questions will be designed to test the ability of the candidate's knowledge and awareness about the subjects detailed below:

2.1.1 Section A:- Rules & Regulation: The syllabus includes question on office procedures and service rules such as GFR- 2017, Leave Rules FRSRs, RTI, NPS, Conduct Rules, CEA, etc. and Apprentices Act, 1961 as amended time to time & Apprenticeship Rules.

2.1.2 Section B:- Knowledge of Computers : Test may include questions on knowledge of computers, online communication, word processing etc.

2.1.3 Section C:- General Intelligence, Aptitude: The syllabus includes questions of both verbal and non-verbal types. Test may include questions on analogies, similarities, differences, space visualizations, problem solving analysis, judgment, decision making, visual memory, discrimination, observation, relationship, concepts, arithmetical reasoning, verbal and figure classification, arithmetical number series etc.

General Awareness: Questions will be designed to test the ability of the candidate's general awareness of the environment around him and its application to society. Questions will also be designed to test knowledge of current events and of such matters of everyday observation and experience in their scientific aspects as may be expected of an educated person. The test will also include questions relating to India and its neighboring countries especially pertaining to Sports, History (post-independence), Culture, Geography, Economic scene, Indian Constitution, and Scientific Research etc. These questions will be such that they do not require a special study of any discipline.

2.1.4 Section D:- English Language & Comprehension : In addition to the testing of candidate's understanding of the English Language, its Vocabulary, Grammar, Sentence Structure, Synonyms, Antonyms and its correct usage etc. would also be tested.

3. General Instructions

- 3.1 The question paper would be bilingual (English and Hindi) except English paper.
- 3.2 There shall be negative marking for wrong answers to the tune of 1/4th of marks allocated per question.
- 3.3 Merit List for interview will be prepared based on marks obtained in the written test. In order of merit, the number of candidates to be considered for Interview shall normally be 12 (Twelve) for first vacancy and 05 (Five) for each subsequent vacancy for the post. However, BoAT(NR) reserves the right to increase or decrease the number of candidates.
- 3.4 Final merit shall be drawn on the basis of interview only.
- 3.5 Examination will be conducted at Kanpur. However, BoAT(NR) may at its discretion change, cancel, reassign, alter any venue / centre or all venues / centre without assigning any reason thereof.