

# NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH

Institution Deemed to be University, under Distinct Category, A Centrally Funded Technical Institute

Ministry of Education, Government of India,  
Taramani, Chennai - 600 113.



No:NITTTTR/Admn./STE/2024

Date :12.11.2024

## EXAM NOTICE

With reference to our Notification No: Advertisement No: 03/2024-25 dt.14.09.2024 the following information is brought to the notice of the candidates:

- All the candidates applied shall be allowed to appear for the Skill Test/Driving Test for the Phase I Exam

| Tentative Schedule of Examinations |                              |                             |  |
|------------------------------------|------------------------------|-----------------------------|--|
| S.No.                              | Name of the Post             | Phase of exam               | Exam Date  |
| 1.                                 | Multi-tasking Staff (Driver) | Phase - I<br>(Driving Test) | 23 <sup>rd</sup> & 24 <sup>th</sup> November<br>2024 |
| 2.                                 | Junior Secretariat Assistant | Phase - I<br>(Typing Test)  | 24 <sup>th</sup> November 2024                       |

- Centre of Examination shall be in Chennai only.
- Skill Test / Driving Test for Phase – I shall be of qualifying in nature and the candidates only who are qualified in the Skill Test / Driving Test shall be called for Phase II exam for both Junior Secretariat Assistant and Multi-tasking Staff (Driver).**
- Results for Skill Test and Exam date for Phase II will be announced in our Institute 's website only
- Candidates are requested to check our Institute website regularly for further updates : <https://www.nitttrc.ac.in/index.php>
- Exam syllabus can be downloaded from the institute's website.
- The details of Venue, time and other instructions shall be shared along with the Admit Card to the email given in the application by the candidates.

-sd-  
**DIRECTOR**

### Exam Pattern for Junior Secretariat Assistant (SC-1 & EWS -1)

| Particulars                                       | JSA Phase I Exam                           | JSA - Phase II Exam  |               |                  |                      |                     |                     |                |   |                   |                                       |                     |                      |    |       |     |
|---|--|--|---------------|------------------|----------------------|---------------------|---------------------|----------------|---|-------------------|---------------------------------------|---------------------|----------------------|----|-------|-----|
| Exam mode   | Online Skill Test<br>(Computer Based Test) | Offline Written Test<br>(OMR Based Test)   |               |                  |                      |                     |                     |                |   |                   |                                       |                     |                      |    |       |     |
| Exam type   | English typing @ 30 w.p.m                  | Objective type –<br>Multiple Choice Questions  |               |                  |                      |                     |                     |                |   |                   |                                       |                     |                      |    |       |     |
| Exam duration                                     | 10 Minutes                                 | 90 Minutes   |               |                  |                      |                     |                     |                |   |                   |                                       |                     |                      |    |       |     |
| Language of paper                                 | English                                    | English  |               |                  |                      |                     |                     |                |   |                   |                                       |                     |                      |    |       |     |
| Number of questions                               | -  | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;">Subject</th> <th style="width: 30%;">No. of Questions</th> </tr> </thead> <tbody> <tr> <td>General Intelligence</td> <td style="text-align: center;">20</td> </tr> <tr> <td>General Awareness</td> <td style="text-align: center;">20</td> </tr> <tr> <td>Quantitative Aptitude<br/>(Basic Arithmetic Skill)</td> <td style="text-align: center;">20</td> </tr> <tr> <td>English Language<br/>(Basic Knowledge)</td> <td style="text-align: center;">20</td> </tr> <tr> <td>Computer Proficiency</td> <td style="text-align: center;">20</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: center;">100</td> </tr> </tbody> </table>            | Subject       | No. of Questions | General Intelligence | 20                  | General Awareness   | 20             | Quantitative Aptitude<br>(Basic Arithmetic Skill) | 20                | English Language<br>(Basic Knowledge) | 20                  | Computer Proficiency | 20 | Total | 100 |
| Subject   | No. of Questions                           |  |               |                  |                      |                     |                     |                |   |                   |                                       |                     |                      |    |       |     |
| General Intelligence                              | 20   |  |               |                  |                      |                     |                     |                |   |                   |                                       |                     |                      |    |       |     |
| General Awareness                                 | 20   |  |               |                  |                      |                     |                     |                |   |                   |                                       |                     |                      |    |       |     |
| Quantitative Aptitude<br>(Basic Arithmetic Skill) | 20   |  |               |                  |                      |                     |                     |                |   |                   |                                       |                     |                      |    |       |     |
| English Language<br>(Basic Knowledge)             | 20   |  |               |                  |                      |                     |                     |                |   |                   |                                       |                     |                      |    |       |     |
| Computer Proficiency                              | 20   |  |               |                  |                      |                     |                     |                |   |                   |                                       |                     |                      |    |       |     |
| Total   | 100  |  |               |                  |                      |                     |                     |                |   |                   |                                       |                     |                      |    |       |     |
| Total marks                                       | 50   | 100  |               |                  |                      |                     |                     |                |   |                   |                                       |                     |                      |    |       |     |
| Selection Criteria                                | Qualifying marks will be<br>25 & above     | <p>Top ranker with two waitlisted candidates will be selected based on their Phase II exam marks and the qualifying mark in Phase I as mentioned below:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td rowspan="3" style="width: 20%; text-align: center;">SC –<br/>1Post</td> <td rowspan="3" style="width: 5%; text-align: center;">-</td> <td style="width: 75%;">Rank 1 (Selected)</td> </tr> <tr> <td>Rank 2 (Waitlisted)</td> </tr> <tr> <td>Rank 3 (Waitlisted)</td> </tr> <tr> <td rowspan="3" style="text-align: center;">EWS –<br/>1Post</td> <td rowspan="3" style="text-align: center;">-</td> <td>Rank 1 (Selected)</td> </tr> <tr> <td>Rank 2 (Waitlisted)</td> </tr> <tr> <td>Rank 3 (Waitlisted)</td> </tr> </tbody> </table> | SC –<br>1Post | -                | Rank 1 (Selected)    | Rank 2 (Waitlisted) | Rank 3 (Waitlisted) | EWS –<br>1Post | -   | Rank 1 (Selected) | Rank 2 (Waitlisted)                   | Rank 3 (Waitlisted) |                      |    |       |     |
| SC –<br>1Post                                     | -  | Rank 1 (Selected)  |               |                  |                      |                     |                     |                |   |                   |                                       |                     |                      |    |       |     |
|   |  | Rank 2 (Waitlisted)  |               |                  |                      |                     |                     |                |   |                   |                                       |                     |                      |    |       |     |
|   |  | Rank 3 (Waitlisted)  |               |                  |                      |                     |                     |                |   |                   |                                       |                     |                      |    |       |     |
| EWS –<br>1Post                                    | -  | Rank 1 (Selected)  |               |                  |                      |                     |                     |                |   |                   |                                       |                     |                      |    |       |     |
|   |  | Rank 2 (Waitlisted)  |               |                  |                      |                     |                     |                |   |                   |                                       |                     |                      |    |       |     |
|   |  | Rank 3 (Waitlisted)  |               |                  |                      |                     |                     |                |   |                   |                                       |                     |                      |    |       |     |

### Exam Pattern for Multi-tasking Staff (Driver) – UR - 2

| Particulars         | MTS (Driver) Phase I Exam | MTS (Driver) Phase II Exam  |                  |                  |   |    |                                       |    |                   |    |                                    |    |       |     |
|---------------------|---------------------------|---|------------------|------------------|---|----|---------------------------------------|----|-------------------|----|------------------------------------|----|-------|-----|
| Exam mode           | Driving Test              | Offline Written Test<br>(OMR Based Test)  |                  |                  |   |    |                                       |    |                   |    |                                    |    |       |     |
| Exam type           | Offline                   | Objective type –<br>Multiple Choice Questions   |                  |                  |   |    |                                       |    |                   |    |                                    |    |       |     |
| Exam duration       | -                         | 90 Minutes  |                  |                  |   |    |                                       |    |                   |    |                                    |    |       |     |
| Language of paper   | -                         | English   |                  |                  |   |    |                                       |    |                   |    |                                    |    |       |     |
| Number of questions | -                         | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;">Subject</th> <th style="width: 30%;">No. of Questions</th> </tr> </thead> <tbody> <tr> <td>Numerical and Mathematical Ability</td> <td style="text-align: center;">25</td> </tr> <tr> <td>Reasoning Ability and Problem-Solving</td> <td style="text-align: center;">25</td> </tr> <tr> <td>General Awareness</td> <td style="text-align: center;">25</td> </tr> <tr> <td>English Language and Comprehension</td> <td style="text-align: center;">25</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: center;">100</td> </tr> </tbody> </table> | Subject          | No. of Questions | Numerical and Mathematical Ability                                      | 25 | Reasoning Ability and Problem-Solving | 25 | General Awareness | 25 | English Language and Comprehension | 25 | Total | 100 |
|                     |                           | Subject   | No. of Questions |                  |   |    |                                       |    |                   |    |                                    |    |       |     |
|                     |                           | Numerical and Mathematical Ability  | 25               |                  |   |    |                                       |    |                   |    |                                    |    |       |     |
|                     |                           | Reasoning Ability and Problem-Solving   | 25               |                  |   |    |                                       |    |                   |    |                                    |    |       |     |
|                     |                           | General Awareness   | 25               |                  |   |    |                                       |    |                   |    |                                    |    |       |     |
|                     |                           | English Language and Comprehension  | 25               |                  |   |    |                                       |    |                   |    |                                    |    |       |     |
| Total               | 100                       |   |                  |                  |   |    |                                       |    |                   |    |                                    |    |       |     |
| Total marks         | -                         | 100   |                  |                  |   |    |                                       |    |                   |    |                                    |    |       |     |
| Selection Criteria  | -                         | <p>Top ranker with two waitlisted candidates will be selected based on their Phase II exam marks and the qualifying mark in Phase I with respect to the vacancy</p>   |                  |                  |   |    |                                       |    |                   |    |                                    |    |       |     |
|                     |                           | <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="width: 30%;">UR – 2 posts</td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 65%;">Rank 1 to Rank 2<br/>(Selected list)<br/>Rank 3 to Rank 6<br/>(Waitlisted)</td> </tr> </tbody> </table>   | UR – 2 posts     | -                | Rank 1 to Rank 2<br>(Selected list)<br>Rank 3 to Rank 6<br>(Waitlisted) |    |                                       |    |                   |    |                                    |    |       |     |
| UR – 2 posts        | -                         | Rank 1 to Rank 2<br>(Selected list)<br>Rank 3 to Rank 6<br>(Waitlisted)   |                  |                  |   |    |                                       |    |                   |    |                                    |    |       |     |