

DEPARTMENT OF POSTS

मुख्य पोस्टमास्टर जनरल कार्यालय, कर्नाटक परिमंडल, बैंगलूर 560001
O/o The Chief Postmaster General, Karnataka Circle, Bengaluru-560 001

No. R&E/1-12/GDS/2015-18 dated at Bangalore -1 the 07-06-2019.

Sub: Conducting of Limited Competitive Examination from Gramin Dak Sevaks (GDSs) for recruitment to the cadre of Postal Assistants/Sorting Assistants for the vacancy years 2015-16, 2016-17, 2017-18 and 2018 (01-04-2018 to 31-12-2018)

In accordance with Directorate letter No. F.No. A-34012/02/2019-DE dated 31-05-2019, and in supersession of this office notification dated 06-05-2019, Limited Competitive Examination will be held on **14th July 2019 (SundaY)** for recruitment of Postal Assistants/ Sorting Assistants from Gramin Dak Sevaks (GDSs) for unfilled vacancies of LDCE for promotion from Postman /Mail Guard and MTS in the cadre of Postal Assistants / Sorting Assistants for the vacancy years 2015-16, 2016-17, 2017-18 & 2018 (01-04-2018 to 31-12-2018). Accordingly, applications are invited from the willing and eligible GDSs in the format enclosed (Annexure-I).

The schedule of activities of the examination is furnished hereunder.

Sl.No.	Activity	Schedule
1	Date of notification	07-06-2019
2	Last date of receipt of application form at Divisional Office/Controlling Unit from eligible candidates.	21-06-2019
3	Receipt of duly filled in Application forms at the Regional Office is to be sent by Divisional Office/Controlling Unit duly verified	28-06-2019
4	Issue of Admit Card by Regional Offices/Divisional Offices to eligible candidates	02-07-2019
5	Annexure V showing details of candidates applied for competitive exam limited to GDS for filling up of PA/SA to Circle Office	05-07-2019
6	Date of Examination (Date & Time)	14 th July 2019 *

* Exam will commence exactly at 10.00 A M in all the Circles.



2. Vacancies:

(a). The examination will be conducted only in respect of Recruiting Divisions/Unit where there are vacancies. Hence, GDS of that particular division where there are vacancies only can apply.

(b). The break up of vacancies for the year 2015-16 is at Annexure-II.

(c). The vacancy position for the year 2016-17, 2017-18 & 2018 (01-04-2018 to 31-12-2018) will be notified later.

3. Eligibility Criteria: As per the Recruitment Rule notified in GSR 411 (E) dated 21-05-2015, the following conditions are to be fulfilled.

i). **Educational Qualification:** 10 + 2 standard or 12th class pass from a recognized university / Board.

ii). **Age:**

Sl.No.	Category	Age as on 1st April the the vacancy year
1	UR/EWS	30 years
2	SC/ST	35 years
3	OBC	33 years

iii). **Service Eligibility:** Must have put in a minimum service of five years as on the 1st day of April of the year to which the vacancy(ies) pertains to.

4. Pattern & Syllabus of Examination: . The examination will be conducted as per the revised pattern and syllabus circulated vide Direcroate letter No.17-08/2018-SPB-I dated 10-05-2019 under Annexure-C. Details of pattern and Syllabus are furnished in Annexure-III.

Note:

- (i) The medium for 'Skill test of data entry' will be ENGLISH only.
- (ii) Skill test of data entry will be held on computer for 15 minutes only.
- (iii) Evaluation of Skill test data entry will be done as per instructions give in Annexure -IV.


5. Centre of Examination: The examination will be conducted at Bengaluru, Dharwad and Hassan. The candidates will have to appear from the respective centres of their Region only and under no circumstances they be permitted to appear from other Regional Centres.



6. This notification may be given wide publicity amongst all GDSs working in Divisions/Unit.

7. This is issued with the approval of the Competitive Authority.

Encl:a/a


Assistant Director (R&E)
O/o the Chief Postmaster General
Karnataka Circle
Bengaluru 560001

Copy issued for information and necessary action to:

1. The PMsG NK/SK/BG HQ Region.
2. Director, PTC, Mysuru.
3. The Officer In-charge, P&T Admn. Cell, C/O 56 APO PIN-900746.
4. All GDSs service Unions


Assistant Director (R&E)

ANNEXURE-1

APPLICATION FORM FOR COMPETITIVE EXAMINATION FROM GRAMIN DAK SEVAKS TO POSTAL ASSISTANTS/SORTING ASSISTANTS FOR UNFILLED VACANCIES UPTO 31.12.2018. i.e. 2015-16, 2016-17, 2017-18 & 2018 (01.04.2018-31.12.2018).

Affix recent
passport sized
photograph duly
attested by
Divisional
Head/Unit Head

Note: All Particulars shall be filled up in BLOCK letter.

Sl. No.	Particulars	Detail(s)
1	NAME OF THE CANDIDATE	
2	MALE / FEMALE	
3	CATEGORY (BPM/ABPM/DAK-SEVAK)	
4	DATE OF BIRTH (Attach self-attested Matriculation certificate/marks sheet)	
5	Age as on 01.04.2015	
6	COMMUNITY (UR/OBC/SC/ST/EWS)	
7	EDUCATIONAL QUALIFICATION* (Attach self-attested copies of Marks sheet)	
8	WHETHER PERSON WITH DISABILITY(ies)	YES <input type="checkbox"/> NO <input type="checkbox"/>
8.1	IF YES, NATURE OF DISABILITY(ies) (OH/HH/VH/OTHERS)	
	PERCENTAGE OF DISABILITY(ies)	
9	OFFICE WHERE PRESENTLY ATTACHED	
10	DATE FROM WHICH CONTINUING IN GDS ENGAGEMENT	
11	LENGTH OF ENGAGEMENT RENDERED AS GDS AS ON 1 ST APRIL OF CONCERNED VACANCY YEAR (DD/MM/YY)	01.04.2015 - / /
		01.04.2016 - / /
		01.04.2017 - / /
		01.04.2018 - / /
12	WHETHER ANY PENALTY PENDING OR CONTEMPLATED (YES/NO) If yes, details thereof.	

*Minimum education qualification as required should be as on 1st of April of vacancy year.

DECLARATION:

I hereby declare that the particulars furnished in the application form are true, complete and correct to the best of my knowledge and belief and will be supported by the original documents as and when required. I fully understand that in case of False/Incorrect information found at any stage, my candidature/appointment will be summarily rejected/terminated and appropriate action would be taken against me.

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DATE	
PLACE	

Signature of Candidate

I certify that I have verified the particulars of candidate from service record and found correct.

DATE	
PLACE	

Signature of Divisional /Unit Head with designation stamp

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ANNEXURE II

Unfilled LGOs vacancies for the year 2015-16 to be transferred to GDS

BENGALURU (Hq) REGION											
Sl. No.	Division	Vacancies for DR from GDS						PH Quota			
		UR	SC	ST	OBC	EWS	TOTAL	PH-I	PH-II	PH-III	PH-IV & V
1	Bangalore East	0	0	0	0	0	0	0	0	0	0
2	Bangalore West	1	0	1	0	0	2	0	0	0	0
3	Bangalore South	5	2	0	0	1	8	0	0	0	0
4	Channapatna	0	0	0	0	0	0	0	0	0	0
5	Bangalore GPO	1	0	0	1	0	2	0	0	0	0
	BG Total	7	2	1	1	1	12	0	0	0	0
NORTH KARNATAKA REGION											
1	Bagalkot	0	0	0	0	0	0	0	0	0	0
2	Belagavi	0	1	0	0	0	1	0	0	0	0
3	Ballari	0	1	0	0	0	1	0	0	0	0
4	Bidar	6	0	0	0	1	7	0	0	0	0
5	Vijayapura	1	1	1	0	1	4	0	0	0	0
6	Chikodi	1	0	1	0	0	2	0	0	0	0
7	Dharwad	0	1	0	0	0	1	0	0	0	0
8	Gadag	0	0	0	0	0	0	0	0	0	0
9	Gokak	0	0	0	0	0	0	0	0	0	0
10	Kalaburagi	10	0	2	2	1	15	0	0	0	0
11	Haveri	0	0	1	0	0	1	0	0	0	0
12	Karwar	2	2	0	1	1	6	0	0	0	0
13	Raichur	1	1	1	0	1	4	0	0	0	0
14	Sirsi	0	0	0	0	0	0	0	0	0	0
	Total	21	7	6	3	5	42	0	0	0	0
SOUTH KARNATAKA REGION											
1	Chikmagalur	1	0	1	0	1	3	0	0	0	0
2	Chitradurga	0	0	0	0	0	0	0	0	0	0
3	Hassan	0	0	0	0	0	0	0	0	0	0
4	Kodagu	2	0	0	0	0	2	0	0	0	0
5	Kolar	1	0	0	0	0	1	0	0	0	0
6	Mandya	2	0	0	0	0	2	0	0	0	0
7	Mangalore	1	1	0	0	0	2	0	0	0	0
8	Mysore	2	0	0	0	0	2	0	0	0	0
9	Nanjangud	1	0	0	0	0	1	0	0	0	0
10	Puttur	2	0	0	1	0	3	0	0	0	0
11	Shimoga	3	1	1	1	1	7	0	0	0	0
12	Tumkur	2	1	0	1	1	5	0	0	0	0
13	Udupi	1	0	0	0	0	1	0	0	0	0
	TOTAL	18	3	2	3	3	29	0	0	0	0
1	RMS sorting Dn.	0	2	0	0	0	2	0	0	0	0
2	RMS Q Dn.	5	1	1	1	3	11	0	0	1	0
3	RMS HB Dn.	4	0	0	0	1	5	0	1	0	0
	TOTAL	9	3	1	1	4	18	0	1	1	0

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Pattern and Syllabus of Competitive Examination limited to Postman / Mail Guard / MTS / GDS for Appointment as Postal Assistant and Sorting Assistant

I. Pattern of Examination:

Sl No	Description	Paper-I	Paper-II	Paper-III
1	Competitive or Qualifying	Competitive	Qualifying	Qualifying
2	Type of Question	Multiple Choice Questions	Multiple Choice Questions and Subjective	On Computer
3	Number of Questions	As per syllabus	As per syllabus	
4	Maximum Marks	100 in 2 Parts	50	25
5	Duration	120 Minutes	45 minutes	15 minutes
6	Language of Question Paper	Bilingual, i.e. Hindi and English (as well as in Local Language, as published under the provisions of Recruitment Rules, where Hindi is not a local language)		
7	Language of Answer Paper	Not Applicable as Multiple Choice Questions	As per question paper	
8	Minimum Qualifying Mark (Subject to reservation policy of Government.)	(a) For SC/ST - 33% in each Paper (b) For OBC - 37% in each Paper (c) For Others - 40% in each Paper		

II. Criteria for Selection:-

- a) Examination for Paper I and Paper II will be conducted in continuity. Thereafter, Paper III, i.e. Data Entry Skill Test (DEST), will be conducted separately on the same day.
- b) Only such candidates who qualify in each Paper, viz. Paper-I, Paper-II and Paper-III, shall be considered for final selection and their merit shall be drawn in order of marks secured in Paper-I. Since Paper-II and Paper-III are only qualifying, marks secured in Paper-II and Paper-III shall not be added to marks secured in Paper-I to decide merit.
- c) After arranging the candidates in order of merit as at (b) above, number of candidates to be declared successful shall be equal to the number of vacancy in each category.

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- d) In the event of any vacancy notified for recruitment remains unfilled only due to non-joining of selected candidate, the next candidate in the merit list in the same category shall be considered for appointment. However, appointment of such candidate shall be only on the ground of refusal of promotion / declining offer of appointment and no wait list or approved panel shall be maintained.

III. Syllabus for Postal Assistant /Sorting Assistant Limited Departmental Competitive Examination:

Paper-I (120 Minutes)		
Part-A Maximum marks -50 [50 questions of 1 mark each]	Post Office Guide Part I (except Telegraphic Money Order)	10 questions
	Post Office Guide Part II (except British and Irish Postal order)	10 questions
	Basic terminologies related to IT Modernisation project of Department of Posts	10 questions
	Products and Services: Mails, Banking & Remittances, Insurance, Stamps and Business (Reference: India Post Website)	10 questions
	a) Postal Manual Volume VI – Part I	5 questions
	b) Postal Manual Volume VI – Part III (chapter I and II)	
	c) Updated SB Orders issued by Directorate till 31st December of the preceding year in which exam is being conducted	
a) Postal Manual Volume VII	5 questions	
b) Foreign Post Manual		
Part-B Maximum marks – 50 [50 questions of 1 mark each]	General Awareness / Knowledge	10 questions
	Topics to be covered (2 questions from each topic): a) Indian Geography b) Civics c) General knowledge d) Indian culture & freedom struggle e) Ethics and morale study	20 questions
	Basic Arithmetic	
	Topics to be covered (2 to 3 questions from	

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	each topic): a) BODMAS (brackets, orders, division, multiplication, addition, subtraction) b) percentage c) profit and loss d) simple interest e) Average f) Time and work g) Time and distance h) Unitary method	
	Reasoning and Analytical Ability (Non Verbal / Pictorial)	20 questions

PAPER-II (45 Minutes)		
Maximum marks -50	Translation from English to local language Multiple choice questions (10 English words closest meanings in local language to be identified)	15 questions of 1 mark each
	Translation from local language to English Multiple choice questions (10 local language words closest meaning in English words to be identified)	15 questions of 1 mark each
	Letter writing in local language (1 to be attempted out of 3 options)	10 marks
	Paragraph/ short essay in local language of 80 to 100 words (1 to be attempted out of 3 options)	10 marks

PAPER-III (15 Minutes)		
Maximum marks - 25 [Data Entry Skill Test (DEST)]	Skill test of data entry for 15 minutes on computer on the same day.	25 marks
	[Data entry of 1200 key depressions ($\pm 5\%$)]	

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Evaluation of Skill Test of Data Entry

NATURE OF MISTAKES

A. Full Mistakes : The following errors are treated as full mistakes :--

- For every omission of word/ figure.
- For every substitution of a wrong word /figure.
- For every addition of a word / figure not found in the passage.

B. Half Mistakes : The following errors are treated as half mistakes :--

- (i) Spacing Errors : Where no space is provided between two words, e.g. 'Ihope' or undesired space is provided between the words or letters of a word e.g. hope I have, 'I hxxave'.
- (ii) For every spelling error committed by way of repetition, or addition or transposition or omission or substitution of a letter/letters, e.g. the word 'spelling' typed as 'seeplings' etc.
- (iii) Wrong Capitalisation : Wrong use of capital letter for small letter and vice-versa.

NOTE- : Any corrections made by pen or pencil are ignored and no credit is given to such corrections.

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Annexure-V

Annexure showing details of the candidates applied for Competitive Examination limited to Gramen Dak Sevak (GDS) for filling up of Postal Assistant/Sorting Assistant for the vacancy year 2015-16, 2016-17, 2017-18 and 2018 scheduled to be held on Sunday, the 14th July, 2015

Sl. No.	Division	Name of the Candidate	Designation and Address	Category (UR/SC/ST/OBC/EWS)	Whether PM Candidate	If PM, indicate P15(a) category	Date of Birth (DD-MM-YYYY)	Age as on crucial date of eligibility				Length of engagement rendered as GDS as on crucial date of eligibility				Examination on Centre	Language opted	Whether any penalty pending or contemplated				Roll NO	Remarks	
								2015-16 (01-04-2015) (Years) (Months-Days)	2016-17 (01-04-2016) (Years) (Months-Days)	2017-18 (01-04-2017) (Years) (Months-Days)	2018 (01-04-2018) (Years) (Months-Days)	2015-16 (01-04-2015) (Years) (Months-Days)	2016-17 (01-04-2016) (Years) (Months-Days)	2017-18 (01-04-2017) (Years) (Months-Days)	2018 (01-04-2018) (Years) (Months-Days)			2015-16	2016-17	2017-18	2018			
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Certified that:
 1) All the particulars have been verified with respect of service records and found to be correct.
 2) The application forms have also been checked and found that they are properly filled in by the applicants.
 3) Details of punishment, disciplinary action against the candidate, if any, to be indicated in remarks column.
 4) The applicant is eligible and recommended.

Date: _____
 Place: _____

Signature and Designation with seal
