



ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI- 110608
EXAMINATION SECTION
NOTICE FOR RECRUITMENT EXAMINATIONS

NOTICE NO:87/2023

F.No./ 41-1/2023/Exam.Sec/JAA (Stage-II A & B)

Dated: 28.04.20230

Stage-II Skill Test Examination for the post of Junior Administrative Assistant

This refers to advertisement No. 1-28/2021-Estt- I(RCT) dated 10.11.2022 published by Recruitment Cell in the newspapers on dated 14.11.2022 as well as uploaded on the Institute website www.aiims.edu and AIIMS website www.aiimsexams.ac.in on 19.11.2022 for filling up of various Group 'A' (Non-Faculty), 'B' & 'C' posts at AIIMS, New Delhi/ NCI Jhajjar, Haryana.

The CBT Examination for the said post was conducted on 27.03.2023 and accordingly the result of CBT Examination was declared vide Result Notification no.32/2023 dated 10.04.2023. The important details related to Skill Test Examinations [Stage –II-A : Descriptive Type Examination (Paper-Pen mode) and Stage-II-B: Typing Skill Test (English or Hindi) for the said post are as under:

1.	Date of Skill Test (Stage-II)	18th May, 2023
2.	Examinations [Stage –II-A : Descriptive Type Examination (Paper-Pen mode) and Stage-II-B: Typing Skill Test (English or Hindi)	Qualifying
3.	Nature of Examination	(Pen paper mode) Qualifying only
4.	Date of uploading of Admit Card of Stage-II	12th May, 2023 (Friday)
5.	City of Examination (Skill Test)	Delhi
6.	Timing & Venue of Examination	Will be announced in the admit card of Stage-II
7.	Details of Descriptive Type paper A	There will be two types of segment: An Essay and another a letter writing a). Essay 20 Marks b). Letter writing 10 Marks Total 30 Marks The qualifying criteria is 40% in writing skill Examination. Total Marks: 30. Each candidate has to secure minimum 12 or more marks the Examination (40% and above). This mark will not be added to stage I marks to determine merit.
8.	Qualifying Speed for typewriting (English / Hindi) Paper B	Qualifying Speed for English Typewriting test for 5-minute test: 35 w.p.m. on Computer. Or Qualifying Speed for Hindi Typewriting for 5-minute test: 30 w.p.m. on Computer.
9.	Typing Skill Test	For English transcription: QWERTY computer keyboard will be provided only on computers For Hindi : Only Mangal font will be provided
10.	Preparation of Merit List	Final Merit List will be based upon Stage-I CBT Examination provided the candidate be qualified in Stage-II i.e. Skill Test (A &B)
11.	Resolution of Tie Cases	In cases where more than one candidate secures equal MARKS, tie will be resolved : i. Accuracy of Typing Skill Test [Candidates with higher accuracy will be placed above those with lower accuracy]. ii. Marks in writing Skill test (Candidates with higher marks will be placed above those with lower marks). iii. In case ties are not resolved, date of birth shall be used [candidates who are older / born earlier will be placed above candidates who are younger / born later].

Important Note:

1. Candidate is required to bring the following on the day of Skill Test –II Examination –Admit Card of CBT examination held on 27.03.2023 & Admit card of Skill Test Examination (Stage-II) which will be uploaded on the website on 12th May, 2023 (Friday)
2. The candidates are advised to download their Admit Cards from website www.aiimsexams.ac.in. Only website generated Admit Cards will be treated authentic and permissible to appear in the said Examination. No Admit card will be sent by Speed post.
2. The original documents of all selected candidates related to fulfilment of eligibility criteria, experience etc. will be verified by the Recruitment Cell before final appointment.
3. All applicants are required to visit the website regularly as all subsequent Corrigendum /Addendum / Updates will only be uploaded on the Website.

Sd/-
ASSISTANT CONTROLLER (EXAMINATION)