



ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI- 110608
EXAMINATION SECTION

NOTICE FOR RECRUITMENT EXAMINATIONS

NOTICE NO: - 179/2023

F.No.42-1/2023/AIIMS/Group-A,B&C

Dated: 09.08.2023

SCHEME OF EXAMINATION FOR THE POST OF STENOGRAPHER AT AIIMS, NEW DELHI, NCI JHAJJAR, HARYANA

Reference to advertisement vide F.No.1-04/2023-Estt-I (RCT) published by Recruitment Cell in the newspapers as well as uploaded on the Institute website www.aiims.edu and AIIMS website www.aiimsexams.ac.in on 24.04.2023 for filling up of various Group 'A' (Non-Faculty), 'B' & 'C' posts at AIIMS, New Delhi/ NCI Jhajjar, Haryana. The Scheme of Recruitment Examination for the said posts including important dates for the post of **STENOGRAPHER** for AIIMS New Delhi / NCI Jhajjar, Haryana are as under:-

Name of the Post	STENOGRAPHER
Date of Uploading of Admit Card	Monday, 21st August, 2023
Date of Online (CBT) Recruitment Examination	27.08.2023(Sunday)
Timing & duration of Examination of Examination	Will be announced in the Admit Card
Duration of Examination	1 ½ hrs. (90 minutes)
Scheme of Examination	<p>The Examination and Evaluation will be in two stages:-</p> <p>A. Stage-I: CBT Examination- 100 marks</p> <p>B. Stage-II: Stenographic (skill Test) –Qualifying (Conducted only for those who qualified the Stage- I)</p> <p>A. STAGE-I: CBT Examination with minimum qualifying marks for eligibility to appear in Stage-II Examination.</p> <ul style="list-style-type: none">➤ 100 MCQs of 100 marks with four alternatives for each question:- (50 MCQ- Related to Aptitude / General Knowledge / Awareness (50 MCQs- Related to Subject)➤ There will be negative marking of 1/3 marks for each wrong answer.➤ The qualifying marks in CBT Examination (Stage-I) to appear in Stage-II will be as follows:<ul style="list-style-type: none">➤ 50% for UR & EWS➤ 45% for OBC➤ 40% for SC & ST <p>For PWBD 5% relaxation will be given irrespective of the category (<i>as per post advertised in the advertisement</i>). According qualifying marks for PWBD will be as follows:-</p> <ul style="list-style-type: none">➤ UR -PWBD - 45% <p>A. STAGE-II:- Skill Test (Stenographic Test: English / Hindi)</p> <ol style="list-style-type: none">a. Nature of Examination: Qualifying Examination onlyb. Dictation: 10 mts @ 80 W.P.M.c. Transcription Time: 50 minutes (English) /65 minutes (Hindi)(only on computers)d. For the English transcription: QWERTY Computer keyboard will be provided.e. For Hindi :Kruthi Dev Font/ Mangal . There is no provision for any other type of keyboard or font for this test. <p>Note: Computation of marks from the Shorthand is essentially marked in terms of 0% mistakes. A universal criterion of 5% mistake is generally taken as cut-off for qualifying. But in this exam this has to be converted to marks. Therefore, 5% mistakes will be equated with 40% marks (usual qualifying marks in examination) i.e. those who make 5% mistakes will be given 40% of 100 (40 marks). For every 1% less mistakes an additional 12 marks be added to 40 in such a manner that those who make 0% mistake will be full marks (100).</p>
Medium of Examination	Bilingual(Hindi/English)
Syllabus of Examination	The syllabus will be in accordance with education qualification and experience as mentioned in the advertisement.
Resolution of Tie Cases	In cases where more than one candidate secures equal MARKS, tie will be resolved (i) First by using date of birth with older candidates placed higher. (ii) If not resolved by (i), the number of wrong answers / negative marks will be used wherein those with less

wrong answers / negative marks will be placed higher.

Important Note:

1. The CBT Examination will be conducted in Delhi / NCR only.
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.
3. As per practice, the Online (CBT) mode Recruitment Examination of the above mentioned post will be conducted without pre-examination screening of the applications of the candidate with regard to their eligibility. Hence, the candidate will be allowed **PROVISIONALLY** to appear in the Online (CBT) Recruitment Examination.
4. However, the original documents of all selected candidates related to fulfilment of eligibility criteria, experience etc. (*as mentioned in the advertisement*) will be verified by the Recruitment Cell before final appointment.

All applicants are required to visit the website www.aiimsexams.ac.in regularly as all subsequent Corrigendum / Addendum / Updates will only be uploaded on the website.

Sd/
ASSISTANT CONTROLLER (EXAMINATION)