

**OFFICE OF THE CHIEF ELECTORAL OFFICER
NAGALAND : KOHIMA**

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No.ELE/ESTT-21/2017 / 894

Kohima, dated the 3rd October 2017

EXAMINATION INFORMATION

- 1). With reference to this Office Advertisements No. ELE/ESTT-104/2015-17 dated 17th April 2017 and No. ELE/ESTT-21/2017 dated 19th Sept 2017 regarding recruitment to the posts of Data Processing Operator, Call Centre Operator, Library Attendant under the Establishment of the Chief Electoral Officer, Nagaland and recruitment of LDA-cum-Computer Assistant under District Election Offices; it is hereby informed to all concerned that the date for the written test/ examination for all the aforesaid posts has been fixed on 14th of October 2017 (Saturday) and all the examination centres will be in Kohima.
- 2). The Admit Card for appearing in the written examination may be obtained by the candidates personally from the Office of the Chief Electoral Officer, Nagaland, D-Block Colony, Kohima during office hours from **5th of October 2017 to 12th of October 2017**.
- 3). The candidates coming to collect Admit Card should produce any one of the photo bearing Identity Card/Document like driving license/EPIC/Aadhaar Card/Pan Card/Academic Admit Card etc. Please note that the candidate will not be issued Admit Card if photo bearing Identity Card/Document is not produced.
- 4). The candidate will be allowed to appear in the written examination only on the production of the original Admit Card issued by the Department at the examination centre. The details of examination centre and the timing of exam is mentioned in the Admit Card. However, the exam hall allotment will be notified on the notice board at the examination centre only. Therefore, candidates are informed to reach the examination centre at least 30 minutes before the commencement of the exam.
- 5). The total marks for written examination will be 200. The subjects/components of the written examination and marks for each of the component/subject for Library Attendant, Data Processing Operator, LDA-cum-Computer Assistant and Call Centre Operator will be as follows:

Sl. No.	Component	Marks			Type of questions
		Library Attendant	Data Processing Operator	LDA-cum Computer Assistant/Call Centre Operator	
1	Library Science Subject	60	Nil	Nil	Objective/Subjective
2	Computer Knowledge	20	50	30	Objective/Multiple Choice
3	General Intelligence and Reasoning	20	30	40	Objective/Multiple Choice
4	General Awareness	20	30	40	Objective/Multiple Choice
5	Numerical Aptitude	20	30	30	Objective/Multiple Choice
6	English Comprehension	20	20	20	Subjective
7	English Essay (300 words)	25	25	25	Subjective
8	English Grammar	15	15	15	Objective/ Subjective
Total		200	200	200	

6). The standard of questions that a candidate may expect in the written examination would be Matriculate/Class-X level. There would be no negative marking for any response. In case of Library Attendant, the level of questions in the library science subject would be of the level of Bachelor of Library Science. As regard the questions testing knowledge on computers it would be of the level of Diploma in Computer Application.

7). The number of candidates selected against each of the category of post on the basis of the written examination would be five times of the vacancies in that category of the post and thereafter they would be required to appear for a Computer test of **50 marks** and the breakup of the topics would be as follows:

(i) MS Word-20 marks, (ii) MS Excel-20 marks (iii) MS PPT-10 marks.

The date, venue and time period for the Computer test would be made known to the selected candidates later.

8). The selected candidates after Computer test will be required to appear for an oral interview.

9). The final merit list of the candidate shall be prepared by adding the marks of the written examination, the Computer test and the oral interview.


10). This notice/advertisement may also be seen on the website of the CEO Nagaland www.ceonagaland.nic.in. The website may also be visited for other details.


(ABHIJIT SINHA) IAS

Chief Electoral Officer
Nagaland : Kohima

Copy to:

1. The Director IPR for advertisement in all the local newspapers in the 4th of October 2017 issue.


(ABHIJIT SINHA) IAS
Chief Electoral Office
Nagaland : Kohima