



No. F.55 (256)/Exam/DSSSB/2021/ 561

Date: 08.04.2022

NOTICE

SUBJECT: CONDUCTING OF SKILL TEST FOR PERSONAL ASSISTANT, POST CODE- 17/21 AND JUNIOR CLERK, POST CODE- 13/20.

The skill test of the shortlisted candidates for Personal Assistant, Post Code-17/21, Delhi Jal Board & Junior Clerk, Post Code- 13/20, Delhi Transport Corporation will be held at **Bhai Parmanand Institute of Business Studies, Near Vikas Marg, Shakarpur, Delhi-110092.** The schedule of the same is as under:

Sr.No.	Post Name, Code & Department	Exam date	Reporting Time for Candidates	Exam Start Time
1	Personal Assistant, Post Code-17/21, Delhi Jal Board	24.04.2022 (Sunday)	(Ist Shift) 09:00 AM to 09:30 AM	10:00 AM
			(IInd Shift) 12:00 Noon to 12.30 PM	01.00 PM
		30.04.2022 (Saturday)	(Ist Shift) 09:00 AM to 09:30 AM	10:00 AM
			(IInd Shift) 12:00 Noon to 12.30 PM	01.00 PM
		01.05.2022 (Sunday)	(Ist Shift) 09:00 AM to 09:30 AM	10:00 AM
			(IInd Shift) 12:00 Noon to 12.30 PM	01.00 PM
		07.05.2022 (Saturday)	(Ist Shift) 09:00 AM to 09:30 AM	10:00 AM
			(IInd Shift) 12:00 Noon to 12.30 PM	01.00 PM
		08.05.2022 (Sunday)	(Ist Shift) 09:00 AM to 09:30 AM	10:00 AM
			(IInd Shift) 12:00 Noon to 12.30 PM	01.00 PM
		14.05.2022 (Saturday)	(Ist Shift) 09:00 AM to 09:30 AM	10:00 AM
			(IInd Shift) 12:00 Noon to 12.30 PM	01.00 PM
		15.05.2022 (Sunday)	(Ist Shift) 09:00 AM to 09:30 AM	10:00 AM
			(IInd Shift) 12:00 Noon to 12.30 PM	01.00 PM
		17.05.2022 (Tuesday)	(Ist Shift) 09:00 AM to 09:30 AM	10:00 AM
			(IInd Shift) 12:00 Noon to 12.30 PM	01.00 PM
		18.05.2022 (Wednesday)	(Ist Shift) 09:00 AM to 09:30 AM	10:00 AM

h.

2.	Junior Clerk, Post Code- 13/20, Delhi Transport Corporation	18.05.2022 (Wednesday)	(IInd Shift) 11:30 AM to 12.00 Noon	12:30 PM
			(IIIrd Shift) 02:00 PM to 02:30 PM	03:00 PM
		19.05.2022 (Thursday)	(Ist Shift) 09:00 AM to 09:30 AM	10:00 AM
			(IInd Shift) 11:30 AM to 12.00 Noon	12:30 PM
			(IIIrd Shift) 02:00 PM to 02:30 PM	03:00 PM
		20.05.2022 (Friday)	(Ist Shift) 09:00 AM to 09:30 AM	10:00 AM
			(IInd Shift) 11:30 AM to 12.00 Noon	12:30 PM
			(IIIrd Shift) 02:00 PM to 02:30 PM	03:00 PM
		21.05.2022 (Saturday)	(Ist Shift) 09:00 AM to 09:30 AM	10:00 AM
			(IInd Shift) 11:30 AM to 12.00 Noon	12:30 PM
			(IIIrd Shift) 02:00 PM to 02:30 PM	03:00 PM
		22.05.2022 (Sunday)	(Ist Shift) 09:00 AM to 09:30 AM	10:00 AM
			(IInd Shift) 11:30 AM to 12.00 Noon	12:30 PM
			(IIIrd Shift) 02:00 PM to 02:30 PM	03:00 PM
		28.05.2022 (Saturday)	(Ist Shift) 09:00 AM to 09:30 AM	10:00 AM
			(IInd Shift) 11:30 AM to 12.00 Noon	12:30 PM
			(IIIrd Shift) 02:00 PM to 02:30 PM	03:00 PM
		29.05.2022 (Sunday)	(Ist Shift) 09:00 AM to 09:30 AM	10:00 AM
			(IInd Shift) 11:30 AM to 12.00 Noon	12:30 PM
			(IIIrd Shift) 02:00 PM to 02:30 PM	03:00 PM
		04.06.2022 (Saturday)	(Ist Shift) 09:00 AM to 09:30 AM	10:00 AM
			(IInd Shift) 11:30 AM to 12.00 Noon	12:30 PM
			(IIIrd Shift) 02:00 PM to 02:30 PM	03:00 PM
		05.06.2022 (Sunday)	(Ist Shift) 09:00 AM to 09:30 AM	10:00 AM
(IInd Shift) 11:30 AM to 12.00 Noon	12:30 PM			
(IIIrd Shift) 02:00 PM to 02:30 PM	03:00 PM			

The Stenography/Typing speed for above mentioned post codes shall be as under:-

Post Code-17/21, Personal Assistant:

“The candidate will be given a dictation in English/ Hindi for 10 Minutes at the speed of 100 wpm. The dictated matter should be transcribed on Computer in 40 minutes (English) or 55 minutes (Hindi)”

h.

Post Code-13/20, Junior Clerk:


"Typing speed of 30 w.p.m. in English or 25 w.p.m. in Hindi on Computer".

The candidates may download their e-admit cards for the above mentioned post code w.e.f. **18.04.2022 to 22.04.2022 upto 11:59 PM.** In case any candidate finds any difficulty in downloading the e-admit card, he/she may contact the Board office only through e-mail dsssb-secy@nic.in upto **21.04.2022 (01:00 PM)**. No request will be entertained by any other source of correspondence in this regard.

Candidates are directed to follow the detailed General Instructions which will be uploaded on the website of DSSSB <http://dsssb.delhi.gov.in> shortly. The font of Hindi for Typing is **KrutiDev** and accordingly compatible normal English/ Bilingual key board will be provided.

Note:

- Candidates are advised to update their e-mail address/ mobile number for future communication.
- Name of Examination Centre and Date of Examination & Timing shall be mentioned in the E- Admit Card.
- Candidates are advised to visit website of the Board and OARS portal regularly for further information.
- Candidates may also be informed on their registered mobile no. as well. But in case a candidate does not get any information on his/her registered mobile number due to any reason, then it would not give any right to the candidate for extension of downloading e-admit card or re-examination. It is again advised to visit website of the Board and OARS portal regularly for further information.
- Candidates should follow all COVID-19 related safety measures, including wearing masks, social distancing, respiratory hygiene etc.



Deputy Secretary (Exam)
: DSSSB

No. F.55 (256)/Exam/DSSSB/2021/ 56/

Date: 08.4.22

Copy to:-

1. SA (IT) "with the request to upload the same on the official website of DSSSB and sent message and e-mail to the candidates as per norms".


Deputy Secretary (Exam)
: DSSSB