



GOVT. OF NCT OF DELHI
DELHI SUBORDINATE SERVICES SELECTION BOARD
FC-18, INSTITUTIONAL AREA, KARKARDOOMA, DELHI - 110092.
www.//dsssb.delhi.gov.in

No. F.55 (1474)/Exam/DSSSB/2019/687

Dated : 24/02/2020

NOTICE

SUBJECT: CONDUCTING OF SKILL (STENOGRAPHY/TYPING) TEST FOR VARIOUS POST CODES.

In continuation of Notification No. F.55 (1474)/Exam/DSSSB /2019/2816-24 dated 16/11/2019, the Skill (Stenography/Typing) Test of the shortlisted candidates for the following post codes will be held at **Bhai Parmanand Institute of Business Studies, Near Vikas Marg, Shakarpur, Delhi-110092** and **Indira Gandhi Delhi Technical University for Women Kashmiri Gate, Delhi-110054**. The Schedule of the same is as under:-

| Sr.No. | Post Name & Code | Name of the Center | Date and Shift | Reporting Time for Candidates | Exam Start Time |
|--------|--|--|-----------------------|-----------------------------------|-----------------|
| 1. | Stenographer Gr-III, Post Code-21/18 Services Department | Bhai Parmanand Institute of Business Studies, Near Vikas Marg, Shakarpur, Delhi-110092 | 14.03.2020 (Saturday) | (Ist Shift) 08:30 AM to 09:00 AM | 09.30 AM |
| | | | | (IInd Shift) 01:30 PM to 02:00 PM | 02.30 PM |
| | | | 15.03.2020 (Sunday) | (Ist Shift) 08:30 AM to 09:00 AM | 09.30 AM |
| | | | | (IInd Shift) 01:30 PM to 02:00 PM | 02.30 PM |
| | | | 21.03.2020 (Saturday) | (Ist Shift) 08:30 AM to 09:00 AM | 09.30 AM |
| | | | | (IInd Shift) 01:30 PM to 02:00 PM | 02.30 PM |
| | | | 22.03.2020 (Sunday) | (Ist Shift) 08:30 AM to 09:00 AM | 09.30 AM |
| | | | | (IInd Shift) 01:30 PM to 02:00 PM | 02.30 PM |
| | | | 28.03.2020 (Saturday) | (Ist Shift) 08:30 AM to 09:00 AM | 09.30 AM |
| | | | | (IInd Shift) 01:30 PM to 02:00 PM | 02.30 PM |
| | | | 29.03.2020 (Sunday) | (Ist Shift) 08:30 AM to 09:00 AM | 09.30 AM |
| | | | | (IInd Shift) 01:30 PM to 02:00 PM | 02.30 PM |

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| | | | 04.04.2020 (Saturday) | (Ist Shift) 08:30 AM to 09:00 AM | 09.30 AM | |
| | | | | (IInd Shift) 01:30 PM to 02:00 PM | 02.30 PM | |
| | | | 05.04.2020 (Sunday) | (Ist Shift) 08:30 AM to 09:00 AM | 09.30 AM | |
| | | | | (IInd Shift) 01:30 PM to 02:00 PM | 02.30 PM | |
| | | | 11.04.2020 (Saturday) | (Ist Shift) 08:30 AM to 09:00 AM | 09.30 AM | |
| | | | | (IInd Shift) 01:30 PM to 02:00 PM | 02.30 PM | |
| | | | 12.04.2020 (Sunday) | (Ist Shift) 08:30 AM to 09:00 AM | 09.30 AM | |
| | | | | (IInd Shift) 01:30 PM to 02:00 PM | 02.30 PM | |
| | | | 18.04.2020 (Saturday) | (Ist Shift) 08:30 AM to 09:00 AM | 09.30 AM | |
| | | | | (IInd Shift) 01:30 PM to 02:00 PM | 02.30 PM | |
| | | | 19.04.2020 (Sunday) | (Ist Shift) 08:30 AM to 09:00 AM | 09.30 AM | |
| | | | | (IInd Shift) 01:30 PM to 02:00 PM | 02.30 PM | |
| 2. | Junior Auditor (LDC), Post code - 65/14 MCD | Indira Gandhi Delhi Technical University for Women Kashmiri Gate, Delhi-110054 | 14.03.2020 (Saturday) | (Ist Shift) 08:30 AM to 09:00 AM | 09.30 AM | |
| | | | | (IInd Shift) 01:30 PM to 02:00 PM | 02.30 PM | |
| 3. | Translator (Urdu), Post Code - 65/15 DIP | | | 15.03.2020 (Sunday) | (Ist Shift) 08:30 AM to 09:00 AM | 09.30 AM |
| 4. | Translator (Punjabi), Post Code - 40/15 DIP | | | | | |
| 5. | Data Entry Operator Post Code - 41/15 DAMB | | | 15.03.2020 (Sunday) | (Ist Shift) 08:30 AM to 09:00 AM | 09.30 AM |
| | | | | | (IInd Shift) 01:30 PM to 02:00 PM | 02.30 PM |
| 6. | Jr. Clerk Post Code - 19/15 DTC | | | 21.03.2020 (Saturday) | (Ist Shift) 08:30 AM to 09:00 AM | 09.30 AM |
| | | | | | (IInd Shift) 01:30 PM to 02:00 PM | 02.30 PM |
| | | | | 22.03.2020 (Sunday) | (Ist Shift) 08:30 AM to 09:00 AM | 09.30 AM |
| | | | | | (IInd Shift) 01:30 PM to 02:00 PM | 02.30 PM |

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|----|--|--|--------------------------|-------------------------------------|----------|
| 7. | Data Entry Operator Post Code - 45/12 NDMC | | 28.03.2020 (Saturday) | (1st Shift) 08:30 AM to 09:00 AM | 09.30 AM |
|----|--|--|--------------------------|-------------------------------------|----------|

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

1. Stenographer Gr-III, Post Code- 21/18.

"Speed of 80 w.p.m. in Shorthand and 40 w.p.m. in typewriting in English

Or

80 w.p.m. in Shorthand and 35 WPM in typewriting in Hindi".

2. Junior Auditor (LDC), Post code - 65/14.

"A Typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on computer (35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH/ 9000 KDPH on an average of 5 key depressions for each word or as prescribed norm by the selection board or clerk grade examination for the post of LDC (Junior Auditor)".

3. Translator (Urdu), Post Code - 65/15

Proficiency in Urdu typing or Calligraphy.

4. Translator (Punjabi), Post Code - 40/15

Proficiency in Punjabi typing or Calligraphy.

5. Data Entry Operator, Post Code - 41/15

Should possessing a speed of not less than 8000 key depressions per hour for data entry work and should qualify the aptitude test.

6. Jr. Clerk, Post Code - 19/15

Typing Speed of 30 WPM in English or 25 WPM in Hindi on computer.

7. Data Entry Operator, Post Code - 45/12

Should possess a speed of not less than 8000 key depressions per hour for data entry work and should qualify the aptitude test.


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The candidates may download their e-admit cards for the above mentioned post code **w.e.f. 09.03.2020 to 13.03.2020 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 **12.03.2020 (3.00PM)**. No request will be entertained by any other source of correspondence in this regard.

Candidates are directed to follow the detailed General Instructions No. F.55 (1474)/Exam/DSSSB /2019/2571 dated 20/11/2019 which is available on the website of DSSSB <http://dsssb.delhi.gov.in>. The font of Hindi for Typing is **KrutiDev** and accordingly compatible normal English key board will be provided.

A Public Notice for Skill Test for Visually Impaired (VI) candidates of the aforesaid Post Codes will be issued separately and the same will be uploaded on the Board website in due course.

The scheduled of Skill Test for other post codes will be uploaded on the Board website in due course.



Deputy Secretary(Exam)
: DSSSB

No. F.55 (1474)/Exam/DSSSB/2019/687

Dated 24/02/2020

Copy to:-

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