



# RAMANUJAN COLLEGE

University of Delhi  
Kalkaji, New Delhi-110019

No. RC/2017-18/02/1291

19<sup>th</sup> February, 2018

## **NOTICE**

The college is going to conduct the Written Examination for the post of Professional Assistant as per the detail given below:-

S. No.	Name of the Post	Date of Examination	Timings of Examination	Examination Centre
1	Professional Assistant	03.03.2018 (Saturday)	<b>Multiple Choice Questions (MCQ) Paper -I</b> (02 hours) 10.00 A.M. to 12.00 Noon. <b>Library System etc.-Paper-II</b> (03 hours) 01.00 P.M. to 04.00 P.M	Ramanujan College Kalkaji, New Delhi-110019

\*15 minutes extra per hour would be given to Visually Handicapped and Cerebral Palsy candidates.

The following are the important instructions to be followed by the candidates before appearing in the above mentioned written examination:-

1. Admit Cards for written examination will be available online. Admit Cards will not be sent by the college through post (DAK). Candidates are requested to download his/her Admit Card having Roll No. of candidate from the college website [www.rcdu.in](http://www.rcdu.in) under section "Vacancies & Notice" for appear in the Written Examination.
2. The list of eligible candidates for the written examination is available on the college website [www.rcdu.in](http://www.rcdu.in)
3. The Candidate must bring with them one of the Identity proof (in Original) i.e. PAN Card, Voter ID Card, Driving License, Aadhar Card etc. Candidates are advised to retain the copy of Admit Card for their records.
4. The eligible candidates have been also informed about the date of written examination through their email mentioned by them in their application.
5. Candidates are requested to bring with them Ball Pen (Blue or Black) for the Written Examination.
6. Candidates should be present in the Examination hall at least half an hour before the commencement of the Examination and they shall not be allowed to leave the examination hall until the exam is over. Candidate arriving after 15 minutes of commencement of examination shall not be permitted to enter the examination hall.
7. The candidates should not be permitted to appear in the examination if they do not bring the admit card as well as his/her Identity proof.

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8. The candidate should follow the instruction given by the Invigilator at all the stages of the examination. Watches, Calculator, mobile phones, log tablets, electronic gadgets, blank or printed paper, written chits, note books etc. are not allowed in the Examination hall.
9. Answer Sheet and Question papers will be supplied in the examination hall. No candidate will be allowed to leave the examination hall without handing over his question booklet and Answer sheet to the Invigilator on duty. Any candidate who does not handover his/her Answer sheet and Question booklet or is found to attempt to take Answer Sheet and Question booklet out of the Examination Hall shall be disqualified and strict action shall be taken against his/her as per the rules.
10. Both the papers (Paper – I & Paper – II) are compulsory. Candidate who do not appear in Paper – I, shall not be allowed in Paper – II.

### **Paper – I**

Paper-I	Test Components	Duration : 2 hours	
		No. of Questions	Marks
(i)	Library Aptitude#	50	100
(ii)	General Awareness	25	50
(iii)	Reasoning Ability	25	50
(iv)	Mathematical Ability	25	50
(v)	Test of Language English or Hindi	25	50
	Total	150	300

(# The candidate has to secure 50% marks in section (i) of this paper, 5% relaxation will be provided for SC/ST/OBC/PwD).

Note : However, section (ii), (iii), (iv) & (v) of the paper 1 will be evaluated only if a candidate obtains 50% marks in the section (i) of paper, 5% relaxation will be provided for SC/ST/OBC/PwD.

### **Paper – II : Library System etc.**

The questions will be designed to test the ability of the candidate's knowledge and awareness on Library and Information Science and recent development in the field on the following subjects.

Topic	Marks allocated
<ul style="list-style-type: none"> <li>• Knowledge and application of Library and Information Science Procedures, rules &amp; Regulations.</li> <li>• Knowledge of Computers with special reference to knowledge of Library Software Packages of Word Processing, Data Analysis Packages.</li> </ul>	<b>Section I – MCQ</b> 100 marks (50 questions)  <b>Section 2 – Descriptive</b> 50 marks (5 questions)



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## Skill Test

The skill test will be taken for those candidates who will qualify Paper-I and Paper-II.

11. There shall be negative marking for wrong answers in Paper I to the tune of  $1/4^{\text{th}}$  of marks allocated per question.
12. The minimum overall qualifying marks for Paper I and Paper II shall be 45% for the unreserved posts and 40% for the posts reserved for OBC category and 35% for the posts reserved for SC/ST/PwD category.  
However, section (ii), (iii), (iv) & (v) of the paper-1 will be evaluated only if a candidate obtain 50% marks in the section (i) of the paper, 5% relaxation will be provided for SC/ST/OBC/PwD.
13. Answer script of Paper-II of a candidate would be evaluated, only if the candidate qualifies in Paper-I.
14. The college will provide the writer if needed for yourself in the written examination.
15. Merit shall be drawn only for candidates who qualify Paper I, Paper II, and Skill Test.  
The merit shall be drawn on the basis of combined scores of Paper-1 and Paper-II only.
15. No T.A/D.A. shall be paid by the college for appearing the Written Examination.
16. In case of any problem or enquiry regarding examination please contact to the college phone no. 011-26430192 (Extn. No. 103 or 102).

Principal  
Ramanujan College  
(University of Delhi)  
Kalkaji, New Delhi-110019