

HIGH COURT OF SIKKIM
GANGTOK



No.: 44/ESTT./HCS

Dated.:24.09.2024.

N-O-T-I-C-E

This is for information of all concerned that the syllabus for the following posts advertised vide Employment Notice No. 17/ESTT./HCS dated 02.05.2024 are as under:-

SL. NO.	NAME OF THE POSTS	SYLLABUS
1.	Senior Accountant Level-14	<p style="text-align: center;">Written Examination Paper –I (150 marks, Duration 3 hours)</p> <p>a) Mathematics: Algebra, Arithmetic, Mensuration and Statistics.</p> <p>b) Economics: Meaning, Definition & Concepts of Economics, Types & Basic Problems of an Economy and Theory of Demand & Supply.</p> <p>c) Elements of Business Studies, Book Keeping & Accountancy: Introductory: Meaning, functions and scope of business, Negotiable Instruments, Banks, Course of Business Transactions, Different Types of Business establishments, Need for Book Keeping, its basic concepts, nature of Accounts & Rules for debit and credit, Journal, Ledger, Recording & posting of cash transactions, Trial Balance, Final Accounts, Bills of Exchange, Errors & their Rectification and Depreciation.</p> <hr/> <p style="text-align: center;">Paper-II (100 marks, Duration: 2 hours)</p> <p>a) English language: Essay writing, letter writing, idioms & phrases, common errors, prepositions, synonyms, antonyms and one word substitution</p> <p>b) General Knowledge & Computer Basics.</p>
2.	Junior Accountant Level-9	-do-

By Order,

sd/-
REGISTRAR