



HIGH COURT OF SIKKIM
GANGTOK

No.: **08/ESTT./HCS**

Dated.: **18.04.2024**

N-O-T-I-C-E

This is for information of all concerned that syllabus for the following posts advertised vide Employment Notice No. 21/ESTT./HCS dated 10.11.2023 are as under:-

SL.NO.	NAME OF THE POSTS	SYLLABUS
1.	Stenographer Grade-III (Stenographer Category)	Written Examination General English General Knowledge (Static General Knowledge, Current Affairs & Basic Computer Knowledge). Practical Examination a) Shorthand & Transcription i) Speed test will be 80 w.p.m. ii) 10 minutes for dictation of 800 words. iii) 25 minutes for transcription of shorthand of 800 words. b) Typing i) Speed test will be 40 w.p.m. ii) 10 minutes for typing of 400 words.
2.	Upper Division Assistant (General Category)	Written Examination General English General Knowledge (Static General Knowledge, Current Affairs & Basic Computer Knowledge).
3.	Data Entry Operator-cum-Clerk (General Category)	Written Examination General English General Knowledge (Static General Knowledge, Current Affairs & Basic Computer Knowledge).

4.	Data Entry Operator-cum- Accounts Clerk (Accounts Category)	Written Examination Mathematics (Basic/General) & Financial Accounting. General English General Knowledge (Static General Knowledge, Current Affairs & Basic Computer Knowledge).
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By Order,

Sd/-
REGISTRAR