

Syllabus for Recruitment to the post of Assistant Research/Reference Officer

Syllabus:

The syllabus of the Preliminary Examination (Objective type) and the Main Examination (Descriptive type) for recruitment to the post of Assistant Research/Reference Officer in the Rajya Sabha Secretariat is as under:

Preliminary Examination

General Intelligence

Questions shall be both verbal and non-verbal types. Test may include questions on analogies, similarities, differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discrimination, observation, relationship, concepts, arithmetical reasoning, verbal and figure classification, arithmetical number series, coding & decoding, etc..

General Awareness

Questions shall aim at testing the candidate's awareness of current events and environment around him/her besides testing the knowledge of Everyday Science, Scientific Research, Sports, Indian Culture, Indian History, Indian Geography, Economics, Indian Polity, Indian Constitution, etc.

English Language

Questions in this component are designed to test the candidates understanding, correct usage and knowledge of English Language and will be based on error recognition, fill in the blanks (using Verbs, Prepositions etc.), vocabulary, spellings, grammar, sentence structure, synonyms, antonyms, sentence completion, phrases and idioms, etc.

Main Examination

Paper I: English Language

This paper will test the skills and abilities of the candidate in Essay Writing, Precis Writing, Comprehension, Drafting of letters/notices/other forms of communications in English.

Paper II: Constitution of India

This paper is designed to test the candidates knowledge of the Indian Constitution and its working, particularly in respect of its nature, salient features of the Indian Constitution; Preamble; Fundamental Rights; Directive Principles of State Policy; Fundamental Duties; Constitutional position and powers of President and Governor; Parliament-officers of Parliament, disqualification of Members, powers, privileges & immunities, legislative procedure; Supreme Court and High Courts-jurisdiction, powers, appointment and transfer of judges; Separation of Powers; Distribution of Legislative and Administrative Powers between Union and States; Elections; Emergency Provisions; Amendment of the Constitution; other related issues; and the Tenth Schedule.

Paper III: Drafting of Research/Reference Note

This paper is designed to test the ability of the candidate to prepare a research/reference note in a lucid and analytical manner on a constitutional, national or international issue by extracting relevant information from the material (like newspaper clippings, articles, etc.) made available to the candidates.