

राष्ट्रीय सहकारी विकास निगम
NATIONAL COOPERATIVE DEVELOPMENT CORPORATION
(Personnel & Administration Division)

No. NCDC:4-12/2018-Admin

Dated: 18.03.2019

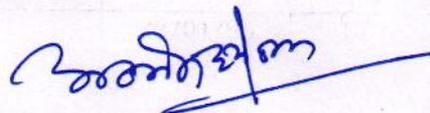
Sub: Recruitment to the post of Personal Assistant in Level - 4 of pay matrix as per 7th CPC- Reg.

Vide Advt.No.2/2018, NCDC had, inter alia, invited on-line applications for filling up of the 4 post (UR-2, OBC-1, ST-1) of Personal Assistant. Thereafter, number of posts was revised to 05 of which 03 under UR category, 01 under OBC category and 01 under ST category. Out of these 05 vacancies, 01 vacancy was earmarked for persons with benchmark disabilities in category (b) i.e. Deaf and hard of hearing and 01 vacancy for Ex-Servicemen. The Corporation issued admit card to 514 candidates for appearing in the CBT which was conducted on 23.09.2018 (04:30 PM - 06:30 PM). Out of 514 applicants who were issued admit card for appearing in the CBT for the post of Personal Assistant, 274 applicants appeared in the CBT. Based on the performance in CBT, the Corporation shortlisted 45 candidates (UR-13, OBC-11, ST-10, PH-2, EXSM-9) for Shorthand skill test which was held on 22nd December, 2018. Category wise cut off is as under:-

S. No.	Category	Cut off
1	UR	101
2	OBC	89
3	ST	81
4	PH(B)	43
5	Ex-Servicemen	60

2. The result of Shorthand Skill Test is as under:-

S.No	App. Seq. No.	Candidate's Name	Date of Birth DD/MM/YY	Cat	% of Mistake
1	NCDC032589	PRABHLEEN KAUR	09/05/93	UR	0.37
2	NCDC032729	HIMANSHU KHULBEY	01/01/92	UR	More than 10%
3	NCDC025934	ANAND KRISHNAN K	04/04/96	SC	ABSENT
4	NCDC005029	ASHIMA SACHDEVA	22/01/96	UR	0.75
5	NCDC024634	HARSH BHATIA	07/08/95	SC	ABSENT
6	NCDC013042	NAVEEN KUMAR	17/07/97	SC	1.87
7	NCDC026599	SWATI SHARMA	22/11/93	UR	More than 10%
8	NCDC019816	SAMEER SINGH	19/03/92	UR	0.75
9	NCDC032651	JAYSHREE	15/09/94	SC	3.37
10	NCDC022273	ALKA RAWAT	10/12/91	UR	1.12
11	NCDC021661	PIYUSH KUMAR SHARMA	09/03/93	UR	2.62 Hindi Shorthand
12	NCDC030972	ROHIT GUPTA	23/07/93	UR	Does not know Shorthand
13	NCDC033729	NIDHI	07/04/96	UR	ABSENT
14	NCDC032512	PRATHUL PRASHANTH	09/08/95	OBC	ABSENT
15	NCDC003185	GOKUL	05/06/91	OBC	More than 10%



S.No	App. Seq. No.	Candidate's Name	Date of Birth DD/MM/YY	Cat	% of Mistake
16	NCDC014443	SABARINATH K S	01/07/94	OBC	ABSENT
17	NCDC030171	MAYUR VERMA	13/10/92	OBC	More than 10%
18	NCDC004625	ROHIT ROHILLA	27/07/93	OBC	More than 10%
19	NCDC002804	PARUL GOSAIN	16/08/94	OBC	1.37
20	NCDC003955	ANOOP KUMAR	22/10/88	OBC	More than 10%
21	NCDC026536	PRASHANT KUMAR	26/09/92	OBC	ABSENT
22	NCDC033009	AAFAQ AALAM ANSARI	19/12/92	OBC	1.12
23	NCDC019204	DEEPAK VERMA	03/04/94	OBC	More than 10%
24	NCDC002214	SUNAKASHI KASANA	30/06/96	OBC	More than 10%
25	NCDC018460	GUGULOTHU JHANSI	14/01/97	ST	ABSENT
26	NCDC028217	ROHIT KUMAR	02/01/92	ST	ABSENT
27	NCDC019435	ANKAJ SINGH	25/04/95	ST	ABSENT
28	NCDC023323	SUJAYKUMAR N	01/06/94	ST	ABSENT
29	NCDC006032	EDWIN JOSE SORENG	20/05/92	ST	More than 10%
30	NCDC014141	HANIF MURTAZA ASLAM	13/04/95	ST	ABSENT
31	NCDC015346	AMAR SINGH	10/09/88	ST	ABSENT
32	NCDC003284	SUNIL KUMAR MEENA	01/06/97	ST	ABSENT
33	NCDC029399	POOJA MEENA	26/04/96	ST	ABSENT
34	NCDC015090	JADHAV SWATHI	21/07/95	ST	ABSENT
35	NCDC005782	BAMBAM PRASAD	22/01/85	OBC-PH-B	ABSENT
36	NCDC033328	SAKET JHA	19/12/92	OBC-PH-B	Does not Know Shorthand And hence did not appear for the test.
37	NCDC005345	SOUMEN MUKHOPADHYAY	11/12/76	UR- EX	Does not Know
38	NCDC032556	SANTOSH KUMAR SINGH	05/01/77	UR- EX	More than 10%
39	NCDC022209	ANUJ KUMAR	01/03/77	OBC- EX	ABSENT
40	NCDC024338	SHANKAR DAS	27/12/77	UR- EX	ABSENT
41	NCDC019989	MANOJ KUMAR	17/12/72	UR- EX	ABSENT
42	NCDC020287	PRAVEEN KUMAR V	29/02/80	UR- EX	ABSENT
43	NCDC024980	DEVENDER KUMAR	02/07/81	UR- EX	Does not Know Shorthand
44	NCDC017279	GIRISH KUMAR	15/04/83	UR- EX	Does not Know Shorthand
45	NCDC027677	KM LAXMI KUMARI	19/04/92	SC- EX	ABSENT

3. The Corporation has considered only such candidates who have committed mistakes 5% or less in case of UR candidates and 7% in case of other candidates to have qualified in the shorthand Skill Test.

4. Accordingly, 9 candidates who qualified in the Shorthand Skill Test were short listed and invited for Computer Skill Test, Typing Test & Document Verification for the post of PA. Out of 9 invited candidates, 08 candidates have reported for Computer Skill Test, Typing Test & Document Verification at NCDC, Head Office on 06.02.2019.

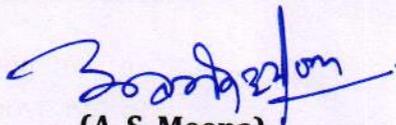
5. The results of Computer Skill Test & Typing Test are as under :-

S.No	App. Seq. No.	Candidate's Name	Cat	Marks obtained in Computer Skill Tests out of 50	Speed obtained in the Typing Test
1	NCDC032589	PRABHLEEN KAUR	UR	46	17.48
2	NCDC005029	ASHIMA SACHDEVA	UR	40	45.98
3	NCDC013042	NAVEEN KUMAR	SC	29	34.04
4	NCDC019816	SAMEER SINGH	UR	25	36.28
5	NCDC032651	JAYSHREE	SC	34	43.22
6	NCDC022273	ALKA RAWAT	UR	39	33.54
7	NCDC021661	PIYUSH KUMAR SHARMA	UR	10	33.20
8	NCDC002804	PARUL GOSAIN	OBC	29.5	47.24
9	NCDC033009	AAFAQ AALAM ANSARI	OBC	ABSENT	

6. As indicated in the advertisement, the Typing Speed prescribed for the post of Personal Assistant is 40 w.p.m. Candidates obtaining 20 marks and above out of 50 total marks in computer skill test has been considered as qualified for the computer skill test. Accordingly, for the post of Personal Assistant, based on the merit following candidates have been selected:-

S.No	App. Seq. No.	Candidate's Name
1	NCDC005029	ASHIMA SACHDEVA
2	NCDC032651	JAYSHREE
3	NCDC002804	PARUL GOSAIN

7. Due to non availability of suitable candidates, the Corporation has kept 02 posts of PA vacant, 01 each for persons with benchmark disabilities and Ex-Servicemen category.


(A. S. Meena)
Deputy Director (P&A)