

No. A.32012/1/2010-P&AR(GSW)
GOVERNMENT OF MIZORAM
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS
(GENERAL SERVICE WING)

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OFFICE MEMORANDUM

Dated Aizawl, the 23rd August, 2012

Subject: *Guidelines for conduct of Written Test/Interview for Direct Recruitment.*

It has been seen that most of the Recruitment Rules under the Government of Mizoram do not specifically prescribe written examination/personnel interview for recruitment to a post under direct recruitment quota and therefore no syllabus are prescribed for written examination. It has also been noticed that some Departments seek clarifications from the Government as to whether written examination/interview are to be conducted in the absence of the provisions in the rules and what procedure is to be followed in making direct recruitment.

2. In order to streamline the procedure to be followed by all Departments in making direct recruitments including contract appointment, other than recruitment through the Mizoram Public Service Commission, the Governor of Mizoram, in exercise of the powers conferred by Article 309 of the Constitution of India, is pleased to order that all Departments should conduct written examination and personal interview even if recruitment rules are silent on the matter. However, in cases where the number of applicants for a post or posts is less than the prescribed number to be called for interview as indicated at para 3 below, recruitment should be done by means of Personal Interview only, and it will carry a maximum mark of 100.

The subjects for written examination where the service rules/recruitment rules do not specifically prescribe syllabus for recruitment, shall be as under:

		<u>Duration</u>	
Paper I:	(a) General English	: 70 marks	3 hours
	(b) Essay Writing	: 30 marks	
Paper II:	(a) General Studies	: 70 marks	3 hours
	(b) Simple Arithmetics	: 30 marks	
		Total : 200 marks	

It may be noted that questions for each paper may be set as per standard of educational qualifications prescribed in the Recruitment Rules for direct recruitment to the post.

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3. Further, in supersession of this Department's O.M.No.A.12021/1/2002-P&AR(GSW) dated 1.4.2003, the number of candidates to be called for personal interview is hereby refixed as below.

<u>No. of post</u>	<u>No. of candidates to be called for personal interview</u>
1	5
2	2+5=7
3	3+6=9
4	4+7=11
5	5+8=13
6	6+9=15
7	7+10=17
8	8+10=18
9	9+10=19
10 and above	twice the number of vacancies

4. Besides, in supersessions of this Department O.M No.A.32012/1/2008-P&AR(GSW) dt 27.3.2009, the Candidates up to the limited number set out at Para 3 above who secure marks more than the marks secured by the rest candidate in the examinations only shall be called for personal interview and the Personal interview shall carry 25 marks.

Provided that, if there are more than one candidate who secure equal marks in the examinations and stood at the limited last serial number of the eligible candidate for personal interview as per norms set out in Para 3 above, the eldest one of such candidates shall be called for personal interview.

The criteria for assessment of the suitability of a candidate will be as follows as far as practicable.

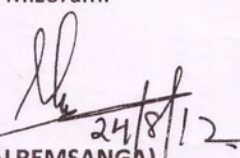
- (1) Eligibility
- (2) Personality
- (3) Intelligence
- (4) General Knowledge
- (5) Experience
- (6) Suitability
- (7) Knowledge of the subject
- (8) Qualifications, etc

Sd/-R.ZARZOSANGA

Joint Secretary to the Govt. of Mizoram
Deptt. of Personnel & Administrative Reforms
: Dated Aizawl, the 23rd August, 2012

Memo No.A.32012/1/2010-P&AR(GSW)
Copy to:-

1. Secy. to Governor of Mizoram
2. Secretary to Chief Minister, Govt. of Mizoram
3. P.S. to Speaker/Minister, Mizoram
4. P.S to Dy. Speaker/M.O.S/Parliamentary Secretaries, Mizoram.
5. Secretary, MPSC.
6. All Administrative Departments, Govt. of Mizoram.
7. All Heads of Departments, Mizoram.
8. Guard File.


(R. LALREMSANGA)

Under Secretary to the Govt. of Mizoram
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