

Guidelines/instructions regarding the written test and interview for the eligible/provisionally eligible candidates who have applied for the post of **Data Manager and Data Entry Operator** on contract basis against the advertisement published on 28/04/2016. The last date for receipt of printed online application forms etc. in the Centre was 11/05/2016 (4 pm).

1. The eligible candidates for the post of **Data Manager** must report in this Centre on **25/05/16 at 1.30 pm** and bring their original testimonials/certificates for checking/verification and for the interview at 2.00 pm.
2. The **eligible and provisionally eligible candidates** for the post of **Data Entry Operator(DEO) must report on 15/06/16** as per the below given schedule to appear in the Computer Type Test in English of 10 minutes duration :-

Serial No. as per the list of eligible/ ineligible/ provisionally eligible candidates	Online Ref. No. given in the list of eligible/ ineligible/ provisionally eligible candidates	Reporting Time for checking of the original testimonials/ certificates	Computer Type Test
1 to 24	11002 to 11029	10.30 am	11.30 am
25 to 52	11030 to 11060	1.45 pm	2.45 pm
A merit list of the candidates who will qualify the Computer Typing Test with a minimum speed of 20 correct words per minute will be drawn for selection/empanelment.			

3. The provisionally eligible candidates for the post of DEO are required to submit the wanting documents before they are allowed to appear in the English Type test.
4. All the eligible/provisionally eligible candidates for the post of DEO must bring their original testimonials/certificates for checking/verification before the Typing test as per the above given schedule.
5. At anytime during the checking or later on, if any document, statement or any other information submitted by the candidate is found to be wrong or incorrect as per the selection/eligibility criteria, this Centre reserves the right to cancel the selection/contractual employment of the candidate.
6. No TA/DA shall be paid to the candidates for appearing in the test/interview.
7. No separate call letter for the test/interview will be sent to the candidates.
8. The number of posts and period of contract may vary as per the requirement of the project/user department.
9. The candidature of the candidates is subject to their eligibility regarding academic, professional qualifications and post qualification experience etc. and mere appearance in the Type Test/interview does not mean that the candidate is eligible for selection.
10. Applicants are advised to visit the website of the Centre regularly for the latest updates regarding this advertisement/posts/selection/empanelment list.
