

NOTICE

Subject: Syllabus for the posts of Assistant Handicrafts Training Officer / Assistant Handloom Training officer, Advertised vide Notification No. 13 of 2025

Syllabus for Written test (Objective Type)

MARKS: 120

TIME: 120 MINUTES

GENERAL ENGLISH

20 Marks

- I. Tenses
- II. Rearranging of jumbled sentences
- III. Narration
- IV. Models
- V. Articles
- VI. Comprehension with blanks to be filled in with:
- VII. a. Phrases
- VIII. b. Pronouns
- IX. c. Homonyms / Homophones
- X. Clauses
- XI. Synonyms and Antonyms
- XII. Pairs of words and their use in meaningful sentences
- XIII. Idioms and Phrases
- XIV. Uses of Prepositions
- XV. Active & Passive Voice

GENERAL KNOWLEDGE AND CURRENT AFFAIRS

20 Marks

- I. First in India (Adventure, Sports, Discoveries)
- II. Indian History with special reference to Freedom Struggle
- III. First in World (Adventure, Sports, Discoveries)
- IV. Popular Personalities (Politics, Scientific Discoveries, Geographical, Sports, History)
- V. The Newspaper World – (Current Dailies & Weeklies of India)
- VI. Languages & Culture
- VII. International Organisations – UNO, WHO, WTO, IMF, UNESCO, UNCTAD etc.
- VIII. Important Regional Organizations and Blocs – BRICS, OPEC, ASEAN, SAARC, BIMSTEC, G-20, G-7 etc.
- IX. Sustainable Development Goals
- X. Communicable Diseases – Cure and Prevention
- XI. NCDC – COVID-19 – SOPs, Advisories, Guidelines etc.

- XII. World Famous Awards
- XIII. The World of Sports
- XIV. Climate & Crops in India
- XV. Political & Physical Divisions of World & India
- XVI. Important Rivers & Lakes in India
- XVII. Current Events of National and International Importance
- XVIII. Agriculture in Economic Development; Industrialization and Economic Development
- XIX. Foreign Trade & Balance of Payments
- XX. New Economic Reforms
- XXI. Inflation, Monetary Policy, Fiscal Policy, Capital Markets, Role of RBI, Taxation in India – Direct & Indirect Tax – CBDT, GST etc.
- XXII. India's Atomic Research Programme
- XXIII. Thermal / Nuclear / Hydro Power Plants in India

GENERAL KNOWLEDGE WITH SPECIAL REFERENCE TO UT OF J&K **20 Marks**

- I. Popular names of personalities and their achievements / contribution (National and International)
- II. Weather, Climate, Crops, Means of Transport
- III. J&K History, Economy and Culture
- IV. Flora and Fauna of J&K
- V. Rivers and Lakes
- VI. Important Tourist Destinations
- VII. J&K Panchayati Raj Act, 1989 (as amended upto December, 2020), 73rd & 74th Constitutional Amendments
- VIII. J&K Reorganisation Act, 2019

GENERAL SCIENCE **20 Marks**

- I. Various sources of energy; conventional sources of energy; improvement in technology for using conventional sources of energy (Biomass and Wind Energy)
- II. Non-conventional sources of energy (Solar Energy, Tidal Energy)
- III. Mechanics – Rest, Motion, Velocities, Acceleration, Newton's Laws of Motion
- IV. Voltage, Current, Resistance, Power, D.C Batteries
- V. Waves, Light as a Wave, Sound Waves, Transverse and Longitudinal Waves
- VI. Structure of Atom
- VII. Solids, Liquids and Gases (Basics)
- VIII. Life Processes: Nutrition and its Types, Respiration, Transportation of Water, Food and Minerals in Plants
- IX. Vitamins – Diseases related to Vitamin Deficiency
- X. Environmental Pollution
- XI. Ecosystem – Its Components, Food Chains and Food Webs
- XII. Ozone Layer, its Depletion, Green House Effect
- XIII. Importance of Water in Life

MENTAL ABILITY TEST**20 Marks**

- I. Number Series
- II. Letter Series
- III. Coding Decoding
- IV. Direction Sense
- V. Blood Relations
- VI. Mathematical Reasoning
- VII. Speed, Distance and Time
- VIII. Statements and Conclusions
- IX. Logical Reasoning
- X. Mental Reasoning

COMPUTER APPLICATIONS**20 Marks**

- I. Fundamentals of Computer Sciences
- II. Hardware & Software
- III. Input and Output Devices
- IV. Operating System
- V. M.S Word, M.S Excel, M.S Access and PowerPoint Presentation
- VI. E-mail & Internet