

Plan of Written Examination

All the aspirants are informed as under with respect to the written test to be conducted for the recruitment of Work Mistry (**Advt. No.09 of 2024**) :-

1. The Exam will be conducted in MCQ (Multiple Choice Questions) format. OMR sheets will be used for answering the questions.
2. The Exam would be of 2 hours 30 minutes duration.
3. The Exam will consist of two parts (Part A and Part B) as follows:-

(a) **Part A:-** Qualifying test of Punjabi Language equivalent to Matriculation standard as per Notification No. G.S.R.72 / Const. / Art.309/Amd.(22)/2022, dated:28.10.2022.

Part	Topic	No. of Questions	Marks (Each Question carries 1 mark)	Type of Questions
A	Punjabi (Qualifying Nature) (Annexure-1)	50	50	MCQs (Multiple Choice Questions)

Note:- (i) There will be no negative marking in Part-A.

(ii) Part 'B' will be evaluated only if a candidate scores minimum 50% marks (i.e 25 marks) in Part 'A'.

(b) **Part-B:-** Part-B will consist of two sub-sections i.e Section (I) and Section (II) as following:-

Part	Section	Topic	No. of Questions	Marks (Each Question carries 1 mark)	Type of Questions
B	(I)	Questions from General Knowledge and Current Affairs, Punjab History and Culture, Logical Reasoning and Mental ability, Punjabi, English, Information Technology/Computer (Annexure-2)	40	40	MCQs (Multiple Choice Questions)
	(II)	Questions from the Subject (Annexure-3)	60	60	
	Total		100	100	

Note:- (i) There will be negative marking in Part-B. Each question carries 1 mark. For every wrong answer, 1/4th mark i.e. 0.25 marks would be deducted. The question(s) not attempted will receive no credit or discredit.

(ii) The merit list of only such candidates, who qualify Part-'A', will be prepared on the basis of marks secured by candidate in Part-B.

(iii) Section (II) of Part B contains questions from the Trade/Subject related to the respective post.

4. Tentative syllabus for the written examination for the recruitment of Work Mistry (**Advt. No. 09 of 2024**) is annexed at Annexure-1, 2 and 3.

Annexure-1

(Punjabi Syllabus)

Part-A (Punjabi Qualifying Exam)

1. ਜੀਵਨੀ ਅਤੇ ਰਚਨਾਵਾਂ ਨਾਲ ਸਬੰਧਤ ਪ੍ਰਸ਼ਨ:-
ਸ੍ਰੀ ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਜੀ, ਸ੍ਰੀ ਗੁਰੂ ਅੰਗਦ ਦੇਵ ਜੀ, ਸ੍ਰੀ ਗੁਰੂ ਰਾਮਦਾਸ ਜੀ,
ਸ੍ਰੀ ਗੁਰੂ ਅਰਜਨ ਦੇਵ ਜੀ, ਸ੍ਰੀ ਗੁਰੂ ਤੇਗ ਬਹਾਦਰ ਜੀ, ਸ੍ਰੀ ਗੁਰੂ ਗੋਬਿੰਦ ਸਿੰਘ ਜੀ।
2. ਵਿਰੋਧਾਰਥਕ ਸ਼ਬਦ, ਸਮਾਨਾਰਥਕ ਸ਼ਬਦ।
3. ਮੁਹਾਵਰੇ।
4. ਅਖਾਣ।
5. ਸਬਦ ਦੇ ਭੇਦ।
6. ਅਗੇਤਰ/ਪਿਛੇਤਰ।
7. ਵਚਨ ਬਦਲੇ ਤੇ ਲਿੰਗ ਬਦਲੇ।
8. ਵਿਸਰਾਮ ਚਿੰਨ੍ਹ।
9. ਸ਼ਬਦਾਂ / ਵਾਕਾਂ ਨੂੰ ਸੁੱਧ ਕਰਕੇ ਲਿਖੋ।
10. ਅੰਗਰੇਜ਼ੀ ਸ਼ਬਦਾਂ ਦਾ ਪੰਜਾਬੀ ਵਿੱਚ ਸੁੱਧ ਰੂਪ।
11. ਅੰਕਾਂ, ਮਹੀਨੇ, ਦਿਨਾਂ ਦਾ ਸੁੱਧ ਪੰਜਾਬੀ ਰੂਪ।
12. ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਨਾਲ ਸਬੰਧਤ ਪ੍ਰਸ਼ਨ।
13. ਪੰਜਾਬ ਦੇ ਇਤਿਹਾਸ ਨਾਲ ਸਬੰਧਤ ਪ੍ਰਸ਼ਨ।
14. ਪੰਜਾਬ ਦੇ ਸਭਿਆਚਾਰ ਨਾਲ ਸਬੰਧਤ ਪ੍ਰਸ਼ਨ।

Annexure-2

Part B- Section (I)

Sr. No.	Indicative Contents of Syllabus	Weightage (Approx.)
1	General Knowledge and Current affairs of National and International importance including: (i) Political issues, (ii) Environment issues, (iii) Current Affairs, (iv) Science and Technology, (v) Economic issues, (vi) Geography (vii) History of India with special reference to Indian Freedom Struggle Movement, (viii) Sports, (ix) Cinema and Literature.	10
2	Punjab History and Culture:- <i>Physical features of Punjab and its ancient history. Social, religious and economic life in Punjab. Development of Language & literature and Arts in Punjab, Social and culture of Punjab during Afgan/Mughal Rule, Bhakti Movement, Sufism, Teachings/History of Sikh Gurus and Saints in Punjab. Adi Granth, Sikh Rulers, Freedom movements of Punjab.</i>	5
3	Logical Reasoning & Mental Ability: (i) Logical reasoning, analytical and mental ability.(05 Marks) (ii) Basic numerical skills, numbers, magnitudes, percentage, numerical relation appreciation. (03 Marks) (iii) Data analysis, Graphic presentation charts, tables, spreadsheets. (02 Marks)	10
4	English:- <i>Basic Grammar, Subject and Verb, Adjectives and Adverbs, Synonyms, Antonyms, One Word Substitution, Fill in the Blanks, Correction in Sentences, Idioms and their meanings, Spell Checks, Adjectives, Articles, Prepositions, Direct and Indirect Speech, Active and Passive Voice, Correction in Sentences, etc.</i>	5
5.	ਪੰਜਾਬੀ:- ਸੁੱਧ-ਅਸੁੱਧ, ਸ਼ਬਦਜੋੜ, ਅਗੇਤਰ ਅਤੇ ਪਿਛੇਤਰ, ਸਮਾਨਾਰਥਕ/ਵਿਰੋਧੀਸ਼ਬਦ, ਨਾਂਵ, ਪੜਨਾਂਵ ਅਤੇ ਕਿਰਿਆ ਦੀਆਂ ਕਿਸਮਾਂ ਤੇ ਸਹੀ ਵਰਤੋਂ, ਲਿੰਗ ਅਤੇ ਵਚਨ, ਪੰਜਾਬੀ ਅਖਾਣ ਤੇ ਮੁਹਾਵਰੇ, ਅੰਗਰੇਜੀ ਤੋਂ ਪੰਜਾਬੀ ਅਨੁਵਾਦ ਅਤੇ ਬਹੁਤੇ ਸ਼ਬਦਾਂ ਦੀ ਥਾਂ ਇੱਕ ਸ਼ਬਦ ਆਦਿ।	5
6	Information Technology/Computer:- <i>Basics of computers, Network & Internet, Use of office productivity tools Word, Excel, Spreadsheet & PowerPoint.</i>	5
	Maximum Marks	40

Annexure-3

Part-B Section (II) – Trade/Subject Syllabus

Work Mistry Trade Syllabus

1. Introduction:

- Importance of safety and general precautions observed in the in the industry/shop floor. Familiarization & information about rules and regulations of the Trade.
- List of the Instruments, equipment's and materials.

2. Importance of B.I.S.

- Layout of drawing, Lines, Lettering, Dimensioning.
- Knowledge of different types of scale. Principle of R.F.

3. Characteristic, types and uses of Materials:-

- Stones, Bricks, Lime, Pozzolanic, Cement, *Sand*, Clay Products (types, earthenware, stoneware, porcelain, terracotta, glazing), Mortar & Concrete (Types, uses, preparation, proportion, admixtures and applications),
- Timber (Types, Structure, disease & defects, characteristic, seasoning, preservation and utility) Alternative material to Timber (Plywood, Block board, Particle board, Fireproof reinforced plastic(FRP), Medium density fireboard (MDF)etc., Tar, bitumen, asphalt.
- Protective materials:-Paints, Varnishes, Metal and Plastics.

4. Building Construction:-

- Sequence of construction of a building, different parts of building, Stonemasonry (Terms, use and classification), Principle of construction, composite masonry, Strength of walls, Strength of masonry, Brick masonry – principles of construction of bonds, Tools and equipment's used.
- **Foundation:-**Purpose of foundation, Causes of failure of foundation, Bearing capacity of soils, Dead and live loads, Examination of ground, Types of foundation.
- Types of shoring, scaffolding, Underpinning and Timbering
- Floors, Flooring, Stairs.
- **House drainage of building:-**Introduction, Terms used in PHE, Systems of sanitation, System of house drainage, plumbing, sanitary fittings, etc.

5. Treatments of building structures:-

- DPC Sources and effects of dampness, Method of prevention of dampness in building, Damp proofing materials, Anti-termite treatment ,Weathering course , Fire proofing.

6. Surveying:-

- Introduction, History and principles of chain survey, Instruments Classification, Compass survey, Plane table survey.
- Levelling:-Auto level , dumpy Level, Tilting Level, Principle of levelling Types, component / part and function, Datum Focussing & parallax , Deduction of levels / Reduced Level, Types of leveling, Application to chain and Levelling Instrument to Building construction.

7. Electrical Wiring: -

- Safety precaution and elementary first aid, Artificial respiration and treatment of electrical shock, Elementary electricity, General ideas of supply system, Wireman's tools kit, Wiring materials, Electrical fittings, System of wirings.

8. Building:-

- Principle of planning, Objectives & importance Function & responsibility, Orientation, Local building Bye-Laws as per ISI code, Lay out plan & key plan, composition of drawing, Provisions for safety, Requirement of green belt and land, Economy & orientation, Provision for lighting, ventilation, drainage and sanitation.
- *Parks* & play ground-Types of recreation, landscaping etc.

9. Estimating and Costing:-

- Introduction, Purpose and common techniques, drawing of construction, Measurement techniques.
- Estimate-necessity, importance, types- approximate and detailed estimate-main and sub estimates, revised, supplementary, maintenance/repair estimate-taking off quantities-method Rate analysis of typical items and their specifications, Labor and materials, Govt. Schedule of rate.