



**OFFICE OF THE PRINCIPAL
GOVERNMENT MEDICAL COLLEGE BARAMULLA**


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NOTIFICATION

Government Medical College Baramulla has advertised various posts vide **Advertisement Notice No. 5 of 2023 dated 16-03-2023**. Accordingly, the syllabus for the posts of **Data Entry Operator** and **MTS**, advertised vide aforementioned advertisement notice is hereby notified as per the details given in **Annexure "A" to "B"** to this notice.

No: GMC/BLA/ADM/2023/2715

Dated: - 25.03.2023


**Administrative Officer
Govt. Medical College
Baramulla**

SYLLABUS FOR MTS

ANNEXURE "A"

English Language (20 Marks)

- Vocabulary
- Grammar
- Synonyms and Antonyms
- Sentence structure
- Sentence correction

General Reasoning (30 Marks)

- Number & Alphabetical Series
- Coding-Decoding
- Analogy
- Odd one Out
- Syllogism
- Directions Sense
- Ranking
- Blood relations
- Words order according to the dictionary

Quantitative Aptitude (20 Marks)

- Percentage
- Ratio and Proportion
- Profit and Loss
- Time and Distance
- Time and Work
- Averages
- Simple & Compound Interest
- Discount
- Number Systems
- Arithmetical Number Series
- Relationship between Numbers
- Mensuration

General Awareness (20 Marks)

- Current Affairs
- Indian Constitution
- Booker and National Awards
- Award-Winning Books
- Awards and Honors
- History
- Culture
- Science
- Inventions & Discoveries

Syllabus for the post of DATA ENTRY OPERATOR

ANNEXURE "B"

S. No.	Subjects/ Topic	Marks Assigned
1	General Awareness with Special Reference Of UT of J&K	25
2	General English & Comprehension	20
3	General Science	15
3	General Intelligence & Reasoning	10
4	Basic Knowledge of Computers	20
TOTAL		90

1. GENERAL AWARENESS with special reference of J&K UT

- (i) Current Events of National and International importance
- (ii) Political & Physical divisions of India
- (iii) Climate & Crops in India
- (iv) Transport & Communication.
- (v) Demography- Census, its feature and Vital Statistics.
- (vi) Important Rivers & Lakes in India.
- (vii) Indian History with special reference to Freedom Movement.
- (viii) Indian Constitution- Basic features- Preamble, Fundamental Rights, Fundamental Duties, Directive Principles of State Policy
- (ix) J&K UT
 - a) History
 - b) Economy
 - c) Geography- (Weather, Climate, Crops, Rivers, Lakes, Flora, Fauna.)
 - d) Heritage & Culture
 - e) Important Tourist Destinations
 - f) J&K Reorganization Act, 2019.

2. GENERAL ENGLISH & COMPREHENSION

- (i) Tenses
- (ii) Narration
- (iii) Modals
- (iv) Articles
- (v) Reading Comprehension
- (vi) Fill in the blanks with Phrases, Pronouns, homonyms/ homophones etc
- (vii) Clauses

- (viii) Synonyms and antonyms
- (ix) Pairs of words and their use in meaningful sentences.
- (x) Rearranging of jumbled sentences.
- (xi) Idioms and phrases.
- (xii) Uses of Prepositions.
- (xiii) Active & Passive Voice
- (xiv) Error Spotting
- (xv) Sentence Correction
- (xvi) Spellings Correction

3. General Science

- (i) Newtons Laws of Motion, Mass, Weight, Acceleration, Velocity, Speed etc.
- (ii) Electric Current, Power, Energy, Voltage.
- (iii) Chemical Equation, types.
- (iv) Metals, Non-metals- Physical & Chemical properties.
- (v) Various sources of energy; Conventional sources of energy; Biomass and wind energy. Non-conventional sources of energy (Solar energy, tidal energy).
- (vi) Nutrition and its types, Respiration, Transportation of water, food and minerals in plants.
- (vii) Communicable & Non-Communicable Diseases.
- (viii) Vitamins- Diseases related to vitamin deficiency.
- (ix) Ecosystem - Its components, Food chains and Food webs.
- (x) Environmental pollution. Ozone layer, its depletion, Green House Effect.

4. GENERAL INTELLIGENCE

- (i) Number series, Letter series, Speed, Distance and Time, Statements and conclusions, Logical Reasoning, Mental Reasoning, Word Building, Symbolic/ Number Analogy, Symbolic/ Number Classification, Figural Classification,

5. KNOWLEDGE OF COMPUTERS

- (i) Basic Applications of Computer and its component.
- (ii) Fundamentals of computer sciences.
- (iii) Hardware & Software, Concept of Open-Source Technologies.
- (iv) Input & output Devices.
- (v) Knowledge of MS Word, MS Excel, MS Access, MS PowerPoint, PDF Internet and E-mail.
- (vi) Concept of Computer Virus and Latest Anti-Virus.
- (vii) Role of Information Technology in Governance.