

NORTH EASTERN INDIRA GANDHI REGIONAL INSTITUTE OF HEALTH & MEDICAL SCIENCES (NEIGRIHMS), MAWDIANGDIANG, SHILLONG - 793018

WRITTEN TEST FOR RECRUITMENT TO THE POSTS OF

Store Keeper and Technical Assistants for the Departments of – Ophthalmology, Pharmacology, Forensic Medicine, Anatomy, Ortho & Trauma, General Surgery, Obstetrics & Gynaecology, of CTVS, Urology, General Medicine (Dialysis Unit), Neurosurgery and Anaesthesiology

GENERAL INFORMATION TO THE APPLICANTS

1. NEIGRIHMS will conduct “written Tests” for eligible applicants for recruitment to fill up –2 (two) Posts of Store Keeper, 1 (one) post each of Technical Assistants each for departments of Ophthalmology, Pharmacology, Forensic Medicine, Anatomy, Ortho & Trauma, General Surgery, Obstetrics & Gynaecology and 2 (two) posts each of Technical Assistants for the departments of CTVS, Urology, General Medicine (Dialysis Unit), Neurosurgery and Anaesthesiology. Candidates may visit the website www.neigrihms.gov.in for their eligibility status.
2. The **examination** henceforth shall mean the “written test” as defined above.
3. The examination shall be conducted in **ENGLISH** language only.
4. **Date of Written Test:** 9th January 2016 (Saturday) - for all the Posts.
5. **Duration of Examination:** 1.00 Hour (60 minutes) between 11.00 AM to 12.00 Noon
6. The venue of examination will be **NEIGRIHMS only**. Candidates will be intimated their Centre through their Hall ticket to be sent to them in their postal address by speed post.
7. **Questions and syllabus**
 - i. **Store Keeper:** A total of 60 nos. of MCQs, out of which 20 nos. of MCQs will be based on the syllabus of basic Commerce taught in B. Com level, 40 questions on Basics of Management of stores.
 - ii. **Forensic Department:** A total of 60 nos. of MCQs, out of which 30 nos. of MCQs will be based on the syllabus of Diploma in Forensic Science, 20 questions on basic human Anatomy and Physiology, 10 questions on Basic English of Xth standard.
 - iii. **Pharmacology:** A total of 60 nos. of MCQs, out of which 30 nos. of MCQs s will be from the topics of Pharmacy and Pharmacology taught in D. Pharm level course, 20 questions on basic human Anatomy and Physiology, 10 questions on Basic English of Xth standard.
 - iv. **Anatomy and Obstetrics & Gynaecology:** A total of 60 nos. of MCQs, out of which 30 nos. of MCQs s will be from the topics of Medical Lab Techniques taught in BMLT level course, 20 questions on basic human Anatomy and Physiology, 10 questions on Basic English of Xth standard.

- v. **Urology:** A total of 60 nos. of MCQs, out of which 30 nos. of MCQs s will be from the topics of Radiology Techniques taught in Diploma in Radiology Technique, 20 questions on basic human Anatomy and Physiology, 10 questions on Basic English of Xth standard.
 - vi. **General Medicine:** A total of 60 nos. of MCQs, out of which 30 nos. of MCQs s will be from the topics taught in Diploma in Haemodialysis, 20 questions on basic human Anatomy and Physiology, 10 questions on Basic English of Xth standard.
 - vii. **CTVS/General Surgery/Ophthalmology/Ortho & Trauma/Neuro-Surgery/Anaesthesiology:** A total of 60 nos. of MCQs, out of which 30 nos. of MCQs s will be from the topics of OT/ICU Techniques taught in Diploma in OT Technology course, 20 questions on basic human Anatomy and Physiology, 10 questions on Basic English of Xth standard.
8. Candidates should note that **Optical Mark Reader (OMR)** answer sheet will be used for indicating the answers. Candidates should familiarise themselves with the use of OMR Answer Sheet. Please read the **INSTRUCTION OF EXAMINATION** below.
 9. Each answer with correct response shall be awarded **1 (one) mark** and Zero mark will be given for the question not answered. More than one answer indicated against a question, will be deemed as incorrect response and no mark will be given. There is **NO NEGATIVE MARKING**.
 10. While appearing in the Examination, candidates should follow the instructions given in the Question Booklet & OMR sheet carefully and fill up the relevant particulars like Roll No, Question Booklet Code (A/B/C/D). Use only **Black Ball pen while filling up the OMR sheet**.
 11. Since OMR sheets will be used there shall be no provision for manual re-checking and re-evaluation.
 12. **Hall Ticket /Call Letter:** Hall Tickets to the individual eligible candidate is issued by “Speed Post” in his/her address as given in the application:
 - a) Candidates are required to affix a duly attested passport size photograph (as instructed in admit card) of his/her in the specified space.
 - b) Candidates are to put their **specimen signature** (similar on the application form) in the specified space of the Hall Ticket and duly attested by a Gazetted Officer.
 - c) **Roll Number** of the individual candidate is indicated in his/her the admit card.
 - d) Candidates not receiving his/her Hall Ticket, can come and collect in person, a duplicate copy of the same from **Examination Cell, NEIGRIHMS, Faculty Block Mawdiangdiang, Shillong – 793018** during Office hours on 7th and 8th January 2016 (10.00 am to 5.00 pm).
 - e) NEIGRIHMS, Shillong shall not be responsible for non-receipt/late receipt of Hall Ticket by any candidate due to any reason thereof.
 13. **Results:** A merit list of candidates for each post will be prepared based on the performance in the written test and will be called for personal Interview. The dates of the personal interviews will be notified later.

14. Note that no TA or DA will be paid to the candidates by the Institute for coming to appear in the examination.
15. Decision of the **Competent Authority, NEIGRIHMS** will be final in case of any dispute.
16. All disputes will be subject to the jurisdiction in the **Meghalaya High Court, Shillong, Meghalaya.**

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WRITTEN TEST FOR RECRUITMENT TO THE POSTS OF

Store Keeper and Technical Assistants

INSTRUCTIONS OF EXAMINATION

1. The candidate must bring the Calling Letter/Hall Ticket issued by NEIGRIHMS to appear in the examination.
2. Candidates will be subjected to thorough frisking before being allowed into the Hall at the stipulated time. Candidates must show on demand, the Hall Ticket for admission into the Examination Hall. Any candidate who does not possess the Hall Ticket issued by the NEIGRIHMS shall not be allowed to enter the Examination Hall under any circumstances.
3. The candidate must be present in the examination hall before half an hour (10:30 am) of the scheduled time of examination at 11:00 am.
4. Candidates should find out the Hall/Room Number allotted against their Roll Number from the sitting plan placed outside the Centre of Examination beforehand. Sitting arrangements will be made according to the Roll Numbers allotted to each candidate as per the Hall Tickets. Candidates who do not report in time are likely to miss some of the general instructions to be announced in the Examination Hall.
5. **No candidate would be allowed entry in the examination hall after 11:00 am.**
6. If a candidate is found appearing in the Written Test from a seat or room other than the one allotted to him/her, then his/her candidature shall stand cancelled.
7. At the examination, the invigilator will check Hall Ticket of the candidates to satisfy himself/herself about the identity of each candidate. If subsequently, found that the candidate appeared was impersonating, then he/she shall be liable for penal consequences.
8. Time for marking of answers will be **60 minutes** only and the examination will start at **11.00 a.m. sharp to 12.00 noon.**
9. No candidate will be allowed to leave the examination, on any count, during the duration of examination (11.00 am to 12.00 noon).
10. **Bells:** There would be 4 (four) bells – at 10.45 a.m. marking the announcement to the candidates by Invigilator, at 11.00 a.m. marking the start of examination, at 11.55 p.m. as warning of closing and at 12.00 noon indicating full time.
11. **The candidate should carefully fill in all the particulars in answer sheet and question booklet as instructed and sign the attendance sheet.**

Question Booklet:

12. *The Question Booklet will contain 60 questions (MCQs) carrying 60 marks. All questions will carry equal marks.*
13. *Immediately after the commencement of the examination, the candidate shall check that the question booklet does not have any unprinted or torn or missing pages or items etc. If so, the candidate shall get it replaced by a complete question booklet.*
14. *Question booklet will not be replaced after marking of answers in the answer sheet.*
15. *The candidate shall enter his/her roll number on the booklet in the box provided therein*
16. *The candidate shall mark the correct choices in the OMR answer sheet provided for the same.*

OMR answer sheet:

17. *The candidate should use only **Black-ball-point pen** to shadow the circles in the answer sheet and filling in necessary details on the answer sheet and attendance sheet.*

18. **Black-ball-point pen** will be provided in the hall by the invigilator.
19. *Candidate should write his/her **Name, roll number, question booklet number** and **sign** at the appropriate place provided in the answer sheet.*
20. *There are **four alternatives** for the answers to every question denoted by choices a,b,c & d. The candidate shall answer the question by completely shadowing the circle against the most appropriate choice of answer with a **Black-ball-point pen** only.*
21. *The question once answered by shadowing the circle in the answer sheet shall not be erased/obliterated/scratched/scored out etc. The circles which are shadowed, for more than once, or after erasing/scratching/obliterating/scoring the earlier circle will not be evaluated and such an answer will be treated as a wrong answer. (Please refer to the sample copy of OMR sheet attached with this document).*
22. Candidates are not allowed to carry any textual material, printed or written, bits of paper, envelope or any other material except the admit card inside the examination hall.
23. Pens, calculators, slide rules, log tables, geometry box, electronic digital watches with facilities of calculator, cellular phones, pagers or any other electronic gadgets are not allowed inside the Examination Hall is strictly prohibited.
24. **Carry only the Hall Ticket inside the Hall**; even the envelopes of the admit card are not allowed.
25. A candidate who disobeys the instructions issued by the Invigilator, or who is guilty of rude or disobedient behaviour is liable to be instantly expelled from the examination hall.
26. Drinking Water will be provided at the Examination centre.
27. Smoking in the Examination Hall during the examination hours is strictly prohibited. Tea, coffee, cold drinks or snack or any other beverages are not allowed to be taken by the candidates into the Examination Hall during the examination hours.
28. A candidate must sign in the attendance Sheet at the appropriate place against the appropriate column of the attendance Sheet. Failure to comply with this requirement will lead to the annulling of his candidature without any prior intimation.
29. Candidates who are unable to appear on the Schedule Date of Examination for any reason, the examination shall not be held again for them by NEIGRIHMS under any circumstances.
30. **UNFAIR MEANS:** During the course of Examination, if a candidate is found indulging in any of the following, he/she shall be deemed to have used unfair means at the examinations and as such his/her result shall not be declared but shall be marked as **UNFAIR MEANS (U. F. M.)** and debarred from appearing any Interview of NEIGRIHMS in future. The **unfair means** include
 - i. having in possession papers, books, notes, electronic devices or any other material or information relevant to the examination in the paper concerned
 - ii. giving or receiving assistance directly or indirectly of any kind or attempting to do so
 - iii. writing questions on the admit card/answer on any material other than the answer book given by the Centre Supervisor for writing answers
 - iv. tearing off or damaging any page of the Question Booklet etc.
 - v. contacting or communicating or trying to do so with any person, other than the Examination Staff during the examination time in the examination centre
 - vi. taking away the answer sheet/answer book out of the examination hall/room
 - vii. smuggling out Question Paper or its part or smuggling out answer books/answer sheet or part thereof
 - viii. threatening any of the officials connected with the conduct of the examination or threatening any of the candidates
 - ix. using or attempting to use any other undesirable method or mean in connection with the examination
31. Candidates should ensure before leaving the Examination Hall that they have handed over the answer sheet and question booklet to the invigilators on duty. In case the candidate does

not hand over the answer sheet and question booklet and take away the same with him/her, shall amount to use of **unfair means** practices and accordingly his/her case shall be dealt with

32. The candidate will check and ensure that the question book contain as many number of pages as are written on the top of the cover page: During the period of the examination candidate shall not remove any page(s) from the question booklet and if any page(s) is/are found missing from these, he/she/ will be proceeded against for use of unfair means and shall also be liable for penal action.

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