

**OFFICE OF THE CHIEF EXECUTIVE OFFICER  
HALDIA DEVELOPMNT AUTHORITY  
APPOINTMENT NOTICE for HDA website**

Memo No: 1832 / HDA/IV-37/2009,

Date: 01-12-2009

Dates, time and venue for written examination for the posts of **Lower-Division Group Assistant, Assistant Engineer (Civil), Assistant Engineer (Electrical), Assistant Engineer (Mechanical), Sub-Assistant Engineer (Civil), Sub-Assistant Engineer (Electrical), Sub-Assistant Engineer (Mechanical), Estimator, Surveyor, Land Manager, Assistant Land Manager, Planning Draftsman, Tracer, Computer Operator and Care-taker** has already been published in our website and news papers and call letters and Admit Cards for written examination have already been dispatched.

Now we are giving the brief description of written examinations below.

**Full Marks: 70**

**Durations: 2 hrs. and 30 minutes**

**Medium of question paper:**

- (a) Bengali for the posts of Lower Division Group Assistants and caretaker
- (b) English for all other posts.

**Type of question paper:**

- (a) **Lower Division Group Assistants:** The written examination will be of total seventy marks. Out of these seventy marks, questions will be asked from General Knowledge, English, Bengali and Mathematics. Generally, questions of English, Bengali and Mathematics will be of Secondary Standard. There will not be separate answer script. Questions will be of multiple choice type and the correct option is to be marked on the question paper in blue ball point pen. **If more than one option is marked against any question it will be treated as wrong answer. Calculators are not allowed with in the examination venue. For other prohibited articles, please see instructions in the Admit Card.**

- (b) **Assistant Engineer (Civil)** : The written examination will be of total seventy marks. Out of these seventy marks, questions will be asked from General Knowledge, Aptitude and Civil Engineering. Generally, questions from Civil Engineering will be of Degree standard. The duration of the written examination will be of two hours and thirty minutes. There will not be separate answer script. Questions will be of multiple choice type and the correct option is to be marked on the question paper in blue ball point pen. **If more than one option is marked against any question it will be treated as wrong answer.** Non-programmable calculators are allowed within the examination hall but programmable calculators are strictly prohibited.
- (c) **Assistant Engineer (Electrical)**: The written examination will be of total seventy marks. Out of these seventy marks, questions will be asked from General Knowledge, Aptitude and Electrical Engineering. Generally, questions from Electrical Engineering will be of Degree Standard. The duration of the written examination will be of two hours and thirty minutes. There will not be separate answer script. Questions will be multiple of choice type and the correct option is to be marked on the question paper in blue ball point pen. **If more than one option is marked against any question it will be treated as wrong answer.** Non-programmable calculators are allowed within the examination hall but programmable calculators are strictly prohibited.
- (d) **Assistant Engineer (Mechanical)**: The written examination will be of total seventy marks. Out of these seventy marks, questions will be asked from General Knowledge, Aptitude and Mechanical Engineering. Generally, Questions from Mechanical Engineering will be of Degree Standard. The duration of the written examination will be of two hours and thirty minutes. There will not be separate answer script. Questions will be of multiple choice type and the correct option is to be marked on the question paper in blue ball point pen. **If more than one option is marked against any question it will be treated as wrong answer.** Non-programmable calculators are allowed within the examination hall but programmable calculators are strictly prohibited.
- (e) **Sub-Assistant Engineer (Civil)**: The written examination will be of total seventy marks. Out of these seventy marks, questions will be asked from General Knowledge, Aptitude and Civil Engineering. Generally, questions from Civil Engineering will be of Diploma Standard. The duration of the written examination will be of two hours and thirty minutes. There will not be separate answer script. Questions will be multiple choice types and the correct option is to be

marked on the question paper in blue ball point pen. *If more than one option is marked against any question it will be treated as wrong answer.* Non-programmable calculators are allowed within the examination hall but *programmable calculators are strictly prohibited.*

(f) **Sub-Assistant Engineer ( Electrical):** The written examination will be of total seventy marks. Out of these seventy marks, questions will be asked from General Knowledge, Aptitude and Electrical Engineering. Generally, questions from Electrical Engineering will be of Diploma Standard. The duration of the written examination will be of two hours and thirty minutes. There will not be separate answer script. Questions will be multiple choice types and the correct option is to be marked on the question paper in blue ball point pen. *If more than one option is marked against any question it will be treated as wrong answer.* Non-programmable calculators are allowed within the examination hall but *programmable calculators are strictly prohibited.*

(g) **Sub-assistant Engineer (Mechanical):** The written examination will be of total seventy marks. Out of these seventy marks, questions will be asked from General Knowledge, Aptitude and Mechanical Engineering. Generally, questions from Mechanical Engineering will be of Diploma Standard. The duration of the written examination will be of two hours and thirty minutes. There will not be separate answer script. Questions will be multiple choice types and the correct option is to be marked on the question paper in blue ball point pen. *If more than one option is marked against any question it will be treated as wrong answer.* Non-programmable calculators are allowed within the examination hall but *programmable calculators are strictly prohibited.*

(h) **Estimator**: The written examination will be of total seventy marks. Out of these seventy marks, questions will be asked from General Knowledge, Aptitude and Civil Engineering. Generally, questions from Civil Engineering will be of Diploma Standard. The duration of the written examination will be of two hours and thirty minutes. There will not be separate answer script. Questions will be multiple choice types and the correct option is to be marked on the question paper in blue ball point pen. *If more than one option is marked against any question it will be treated as wrong answer.* Non-programmable calculators are allowed within the examination hall but *programmable calculators are strictly prohibited.*

- (i) **Surveyor:** The written examination will be of total seventy marks. Out of these seventy marks, questions will be asked from General Knowledge, Aptitude and Survey Works. Generally, questions from survey works will be of Diploma standard. The duration of the written examination will be of two hours and thirty minutes. There will not be separate answer script. Questions will be multiple choice types and the correct option is to be marked on the question paper in blue ball point pen. **If more than one option is marked against any question it will be treated as wrong answer.** Non-programmable calculators are allowed within the examination hall but *programmable calculators are strictly prohibited.*
- (j) **Land manager:** The written examination will be of total seventy marks. Out of these seventy marks, questions will be asked from General Knowledge, Aptitude and from subjects (degree standard) related to the post. The duration of the written examination will be of two hours and thirty minutes. There will not be separate answer script. Questions will be multiple choice types and the correct option is to be marked on the question paper in blue ball point pen. **If more than one option is marked against any question it will be treated as wrong answer.** Non-programmable calculators are allowed within the examination hall but *programmable calculators are strictly prohibited.*
- (k) **Assistant Land Manager:** The written examination will be of total seventy marks. Out of these seventy marks, questions will be asked from General Knowledge, Aptitude and from subjects (diploma standard) related to the post. The duration of the written examination will be of two hours and thirty minutes. There will not be separate answer script. Questions will be multiple choice types and the correct option is to be marked on the question paper in blue ball point pen. **If more than one option is marked against any question it will be treated as wrong answer.** Non-programmable calculators are allowed within the examination hall but *programmable calculators are strictly prohibited.*
- (l) **Planning Draftsman :** The written examination will be of total seventy marks. Out of these seventy marks, questions will be asked from General Knowledge, Aptitude and from subject. Generally, questions from subject will be of the standard of Certificate Course in Draftsmanship. The duration of the written examination will be of two hours and thirty minutes. There will not be separate answer script. Questions will be multiple choice types and the correct option is to be marked on the question paper in blue ball point pen. **If more than one option is marked against any question it will be treated as wrong answer.** Non-programmable calculators are allowed within the examination hall but *programmable calculators are strictly prohibited.* You are to bring with you T-Square (small), Set-Square,

Scale, Eraser, Pencil & Drafting pen.

- (m) **Tracer:** The written examination will be of total seventy marks. Out of these seventy marks, questions will be asked from General Knowledge, Aptitude and from subject. Generally, questions from subject will be of the standard of Intermediate Course in Drawing and Composition. The duration of the written examination will be of two hours and thirty minutes. There will not be separate answer script. Questions will be multiple choice types and the correct option is to be marked on the question paper in blue ball point pen. **If more than one option is marked against any question it will be treated as wrong answer.** Non-programmable calculators are allowed within the examination hall but programmable calculators are strictly prohibited. You are to bring with you T-Square (small), Set-Square, Scale, Eraser, Pencil & Drafting pen.
- (n) **Computer Operator:** The written examination will be of total seventy marks. Out of these seventy marks, questions will be asked from General Knowledge, Aptitude, Mathematics and Computer. The duration of the written examination will be of two hours and thirty minutes. There will not be separate answer script. Questions will be multiple choice types and the correct option is to be marked on the question paper in blue ball point pen. **If more than one option is marked against any question it will be treated as wrong answer.** Calculators are not allowed with in the examination venue. For other prohibited articles, please see instructions in the Admit Card.
- (o) **Caretaker:** The written examination will be of total seventy marks. Out of these seventy marks, questions will be asked from General Knowledge, English, Bengali, Mathematics and House keeping & Guest House Management. Generally, questions from English, Bengali and Mathematics will be of secondary standard. The duration of the written examination will be of two hours and thirty minutes. There will not be separate answer script. Questions will be multiple choice types and the correct option is to be marked on the question paper in blue ball point pen. **If more than one option is marked against any question it will be treated as wrong answer.** Calculators are not allowed with in the examination venue. For other prohibited articles, please see instructions in the Admit Card.

This is for general information of all candidates.

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Chief Executive Officer  
Haldia Development Authority