



**Advt. No. Rect.P/Steno cadre/02/2023-24**

**List of Eligible-Shortlisted Candidates & Ineligible Candidates along with syllabus in respect of Advt. No. Rect.P/Steno cadre/02/2023-24 for the position of Stenographer Grade-II:**

Applications were invited for filling up of posts of Stenographer Grade-II on Direct Recruitment basis in the Agharkar Research Institute, Pune vide Advt. No. Rect.P/Steno cadre/02/2023-24.

The details of Eligible Candidates & List of Ineligible Candidates are displayed on the website along with the Syllabus and General Instructions.

All Shortlisted Candidates are advised to note the Scheme and Syllabus of the Written Test and Skill Test. The tentative dates of the examination will be during October-November 2024.

<b>Sr.No.</b>	<b>Particulars</b>	<b>Page Nos.</b>
1	List of Eligible and Shortlisted Candidates	2 to 3
2	List of Ineligible Candidates	4
3	Syllabus and General Instructions	5 to 8

**Note: The Date of Written Examination/ Skill Test/ Interview will be intimated separately in due course to the Eligible Candidates by email.**

**Date: 27 August, 2024**

**Director, ARI.**



ANNEXURE – I

List of Eligible and Shortlisted Candidates against Advt. No. Rect.P/Steno cadre/02/2023-24 for the position of Stenographer Grade-II

Sr. No.	Application No.	Name
1.	32	MS VAISHNAVI DHABHAI
2.	111	MS RINA SANGRAM KAMBLE
3.	47	MR SANTHIYA M
4.	234	MR YUVRAJ KANAUJE
5.	106	MS NITHYASRI G
6.	24	MS PALLAVI ASHOK MALI
7.	18	MR ASHISH SENGAR
8.	123	MR PRIYASHIL SOMESHWAR SORDE
9.	159	MS PENDEM POOJITHA
10.	64	MR ASHISH PRAKASH PATIL
11.	475	MS ANSILA PK PK
12.	126	MR ADITYA DAMODAR BHUJANG
13.	290	MR ADITYA NANDKUMAR KULKARNI
14.	448	MR YOGESH VIJAYKUMAR CHAVAN
15.	478	MS PRATIKSHA SANDIP WADIGHARE
16.	482	MR RAMYA RAMYA
17.	443	MS SINDHU S
18.	112	MR VOODA VIJAYA KUMAR
19.	73	MS DISHITA SHARMA
20.	508	MR RAHUL KUMAR
21.	458	MS NAGARJUNAPU RAMYA PRIYA
22.	344	MS KEERTHI YALLA
23.	517	MR ASHUTOSH SINGH
24.	13	MS JYOTI
25.	633	MR UTKARSH MISHRA
26.	287	MR CHITHAMBARAAM S
27.	12	MR VASANT MAGANBHAI AMRAV



28.	692	MR GOURAV SHAW
29.	703	MR AYUSH YADAV
30.	527	MS GEETHA R
31.	22	MR MILIND DILIP PATIL
32.	751	MR KARAN SHANKAR SABLE
33.	675	MS JAVERIYA SURAJ NADAF
34.	491	MR SAURABH SANJAY PATIL
35.	444	MR BHATT MEET DILIPKUMAR
36.	400	MR SANDEEP SHEKHAWAT
37.	742	MR DIPESH RAJENDRA JAIN
38.	614	MS AKANKSHA VYANKATESH KANAKI
39.	494	MR HEMANT LAXMAN PATIL
40.	319	MS PRAJAKTA PRADIP ROKADE
41.	808	MS YOGITA RAVINDRA BAVISKAR
42.	820	MS RUTUJA LAXMAN RAUT
43.	479	MR GANESH TATYABHAU MULEY
44.	728	MS PRIYANKA JOSHI
45.	630	MR BOYA MADDILETY B
46.	746	MR RAHUL SHIVAJI SONUNE
47.	741	MS SUVEDHA K
48.	718	MR RITIK VINOD BAWANE
49.	815	MS MAY IL
50.	566	MS SUGANYA S
51.	720	MS PRIYANGA SIVARAMAN
52.	816	MR SELVA K
53.	839	MR HARSH PRASHANT WASNIK
54.	744	MR SAMUEL MARIS R.
55.	706	MS KEERTHANA M
56.	708	MR KAYALA SHIVA KRISHNA
57.	657	MR HARSH SHARMA
58.	52	MR KOMMU RAJESH

**DATE: 27 August, 2024**

**SCREENING COMMITTEE**



**List of Ineligible Candidates against Advt. No.: Rect.P/Steno cadre/02/2023-243 for the position of Stenographer Grade-II**

<b>Sr. No.</b>	<b>Applicati on No.</b>	<b>Name of the Candidate</b>	<b>Reason for not shortlisting</b>
1.		VEMA SHANMUK SEETHARAM	Online Application not filled
2.		M. GUNASUNDARI	Online Application not filled

\* The details of Candidates found ineligible with the remarks has been placed on the website of ARI. All ineligible candidates who are desirous of representing, may submit the request with documentary evidence regarding their eligibility for the post as per the advertisement **on or before 02.09.2024 up to 05:00 p.m.** by Google Form Link: [Google Form Representation](#) for reconsideration by the Screening Committee. However, the decision of the Screening Committee shall be final and no interim queries shall be entertained.

**DATE: 27 August, 2024**

**SCREENING COMMITTEE**



**Annexure-III**

**Syllabus and General Instructions for of Stenographer Grade II Examination:**

**1. Scheme of Examination:**

a) The details of the Written Examination are mentioned below:

Part	Subject	No. of Questions	Maximum Marks	Total Duration
I	General Intelligence & Reasoning	50	50	2 Hours
II	General Awareness	50	50	
III	English Language and Comprehension	100	100	

- b) Question paper will be of Objective Type Multiple Choice only. The questions will be set both in English & Hindi.
- c) The schedule of examination indicated in the Notice is tentative. Exact date of examination will be informed to candidates only by call letters sent through email and notice published on the website of the Institute.
- d) There shall be no provision for re-evaluation/ re-checking of scores at any stage/ paper(s) of the Examination. No correspondence in this regard shall be entertained.

**2. Indicative Syllabus for Written Test:**

- (a) General Intelligence & Reasoning: It would include questions of both verbal and non-verbal type. The test will include questions on analogies, similarities and differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discriminating observation, relationship concepts, arithmetical reasoning, verbal and figure classification, arithmetical number series, non-verbal series etc. The test will also include questions designed to test the candidate's abilities to deal with abstract ideas and symbols and their relationship, arithmetical computation and other analytical functions.
- (b) General Awareness: Questions will be designed to test the ability of the candidates' general awareness of the environment around him and its application to society. Questions will also be designed to test the knowledge of current events and of such matters of everyday observation and experience in their scientific aspects as may be expected of an educated person. The test will also include questions relating to India and its neighbouring countries especially pertaining to Sports, History, Culture, Geography, Economic scene, General Polity including Indian Constitution, and Scientific Research etc. These questions will be such that they do not require a special study of any discipline.
- (c) English Language & Comprehension: In addition to the testing of candidates' understanding of the English Language, its vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage, etc., his/ her writing ability would also be tested.



### 3. Skill Test in Stenography:

- (i) After the written Examination, the candidates will have to appear in the Skill Test for Stenography. The candidates will be given one dictation for 10 minutes in English @80 w.p.m. The matter will have to be transcribed on computer. The transcription time is as follows:

S. No	Post	Language of Skill Test	Time Duration (in minutes)
1	Stenographer Gade II	English	50

- (ii) The Skill Test will be held at the Institute Office at Pune or at any other Centre(s) as may be decided by the Institute.

### 4. Admission to the Examination:

- a) All candidates who have applied in response to this Institute's advertisement and whose applications are found to be in order and are provisionally shortlisted by the Institute as per the terms and conditions of the advertisement, will be notified by placing the list on the website of the Institute. They will be issued Admission call letter for appearing in the Examination and stenography test.
- b) Admission call letter for the written test will be issued online by email to the shortlisted candidates as per the email ID mentioned in their application.
- c) Candidates must confirm their attendance by filling details on google form which will be sent by email. The form will include details Registration-ID, registered Email-ID and Mobile Number along with name, date of birth and name of the examination.
- d) In addition to the admission call letter, it is mandatory to carry at least two passport size recent colour photographs, Original valid Photo-ID proof having the Date of Birth as printed on the Admission Certificate, such as:
- (i) Aadhaar Card/ Printout of E-Aadhaar,
  - (ii) Voter's ID Card, (iii) Driving License,
  - (iv) PAN Card,
  - (v) Passport,
  - (vi) School/ College ID Card,
  - (vii) Employer ID Card (Govt./PSU/Private), etc
  - (viii) Ex-serviceman Discharge Book issued by Ministry of Defence, (ix) Any other photo bearing ID Card issued by the Central/State Government.
- (e) If Photo Identity Card does not have the date of birth printed on it then the candidate must carry an additional original document (e.g. Matriculation Certificate, Marks Sheet issued only by CBSE/ICSE/State Boards; Birth Certificate, Category Certificate etc.) as proof of their date of birth. In case of mismatch in the date of birth mentioned in the Admission call letter and photo ID/ Certificate brought in support of date of birth, the candidate will not be allowed to appear in the examination.
- f) Any other document mentioned in the Admission call letter will be carried by the candidates while appearing in the Examination.



## 5. Document Verification:

The candidates are required to appear for Document Verification along with the photocopies and original documents as and when asked by the concerned authority(ies).

(i) Candidates will have to submit copies of various documents as given below at the time of Document Verification by the User Organizations/Offices:

i. Matriculation/Secondary Certificate.

Educational Qualification Certificate.

i Order/letter in respect of equivalent Educational Qualifications indicating the Authority (with number and date) under which it has been so treated, in respect of equivalent clause Essential Educational Qualifications, if a candidate is claiming a particular qualification equivalent qualification as per the requirement of the Notice of examination.

i Caste/ Category Certificate, if belongs to reserved categories.

Persons with Disabilities Certificate in the required format, if applicable

v For Ex-Servicemen (ESM):

(a) Serving Defence Personnel Certificates as per Annexure-VI, if applicable.

(b) Undertaking as per Annexure-VII.

(c) Discharge Certificate, if discharged from the Armed Forces.

vii Relevant Certificate if seeking any age relaxation.

viii. Certificate as per Annexure-V by the Central Government Civilian Employees.

i No Objection Certificate, in case already employed in Government/Government undertakings.

## 6. Mode of Selection:

a) Based on the marks scored in the written Examination and those who qualify in Steganography skills test, a merit list will be drawn as per Category wise vacancies separately.

b) Skill Test is mandatory but qualifying in nature. The Institute will fix qualifying stenography in the Skill Test for each category separately. The candidates who qualify the Skill Test will only be considered for final selection on the basis of their merit in the written examination under each category separately against the advertised post.

## 7. Resolution of Tie Cases:

In cases where more than one candidate secure equal aggregate marks in the written Examination, tie will be resolved by applying following methods one after another until the tie is resolved:

a. Marks in Part-I (i.e. General Intelligence & Reasoning)

b. Marks in Part-II (i.e. General Awareness)

c. Date of birth, with older candidate placed higher.

d. Alphabetical order in which names of the candidates appear.



**8. Action against candidates found guilty of misconduct:**

- (a) If candidates are found to indulge at any stage in any of the malpractices during the examination process, their candidature for this examination will be cancelled and they will be debarred from the applying to the Institute.
- (b) The Institute may also report the matter to Police/Investigating Agencies, as deemed fit and the Commission may also take appropriate action to get the matter examined by the concerned authorities/forensic experts, etc.

**9. Institute Decision Final:**

The decision of the Institute in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s), allotment of examination centres and preparation of merit list debarment for indulging in malpractices will be final and binding on the candidates and no enquiry/ correspondence will be entertained in this regard.

**10. Court's Jurisdiction:**

Any dispute in regard to this recruitment will be subject to courts/ having jurisdiction at Pune.

**11. Disclaimer:**

Candidates may note that as per the Government of India, Department of Expenditure OM F.No.1/1/2016-E.111(A), dated 13<sup>th</sup> January 2017. The employees of Central Autonomous Bodies are not Central Government Employees and therefore, the benefits implemented by Central Government in respect of Central Government Employees as part of their Service Conditions, are not directly applicable to the employees working in such autonomous organisations.

**Director, ARI.**