

NATIONAL INSTITUTE OF HYDROLOGY
(A Govt. of India Society under Ministry of Jal Shakti Deptt. of Water Resources, RD& GR)
JALVIGYAN BHAWAN, ROORKEE-247667(UTTRAKHAND)

No: 1/19-Rec-NIH(Admn.)

Dated: 01.12.2020

Subject: Skill Test for the post of Stenographer in the Pay Level-4(Rs.2500-81100) of Pay Matrix-reg.


The skill test for recruitment to the post of Stenographer shall be held on 22.12.2020 at NIH, Roorkee as per the schedule given below:-

Examination	Date	Time
Dictation/typing(Batch wise)	22.12.2020 (Tuesday)	10.00 AM onwards

- Skill test for the post of stenographer will have a dictation test of 10 minutes and the dictation speed will be 80 words per minute.
- 50 minutes will be given in English and 65 minutes in Hindi for transcription of dictation.
- Transcription of dictation will be done on computer.
- Unicode, Mangal or Kurtidev and popular fonts can be used for Hindi transcription.

In view of the above you are requested to confirm your participation in the Test either at the above address or through e-mail [sao.nihr @ gov.in](mailto:sao.nihr@gov.in)

You are requested to report at NIH, Roorkee Reception counter at 09.30 AM positively.


(V K Sharma)

Sr. Administrative Officer