



**NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL**  
(An Institute of National Importance, Established under NITSER Act, Government of India)  
MANGALURU - 575 025, KARNATAKA, INDIA

No.: 3313/NITK-Estt./NTR/2023/02/B2

Date: 17.11.2023

**Syllabus for Skill Test for various Group B and C posts published vide notification Ref. No.:3313/NITK/Admin.-Estt./NTR/2023/B2 dated 17th August, 2023.**

S. No.	Name of the Post	Syllabus for Skill Test
1.	Superintendent	<ol style="list-style-type: none"><li>1. A computer-based skill test to examine the candidate's knowledge of Computer Applications for everyday office work, such as Word Processing and Spreadsheet etc.</li><li>2. Written skill test to check the drafting/ note preparation skill of the candidates. This will be clubbed with Sl. No. 1 above.</li></ol>
2	Senior Assistant	<ol style="list-style-type: none"><li>1. A computer-based skill test to examine the candidate's knowledge of Computer Applications for everyday office work, such as Word Processing and Spreadsheet etc.</li><li>2. Typing Skill Test: Min. 35 words per minute</li></ol>
3	Junior Assistant	<ol style="list-style-type: none"><li>1. A computer-based skill test to examine the candidate's knowledge of Computer Applications for everyday office work, such as Word Processing and Spreadsheet etc.</li><li>2. Typing Skill Test: Min. 35 words per minute</li></ol>
4	Senior Technician	Skill test will be conducted in physical mode and shall comprise of task such as tool recognition and operation, reading of working drawings, knowledge of computer skills, assembly and troubleshooting of electrical/ electronic circuits, preparation of solutions etc.
	Technician	Skill test will be conducted in physical mode and shall comprise of task such as tool recognition and operation, reading of working drawings, knowledge of computer skills, assembly and troubleshooting of electrical/ electronic circuits, preparation of solutions etc.
6	Office Attendant	Skill test will be conducted in physical mode to examine the ability to handle commonly used office equipment – photocopying/ projection/ public address systems, etc..

**Sd-  
Registrar**