



दिल्ली कॉलेज ऑफ आर्ट्स एण्ड कॉमर्स
DELHI COLLEGE OF ARTS & COMMERCE

दिल्ली विश्वविद्यालय
(University of Delhi)

नेताजी नगर नई दिल्ली - 110023
Netaji Nagar, New Delhi - 110023

#DCAC/NT/2023/ 06 June 2023

NOTICE

The written examination for the post of **Professional Assistant** with respect to the non-teaching posts advertised vide Advt. No. DCAC/Advt/NTS/2022-23/676 dated 18.10.2022 (Corrigendum dated 4.11.2022) is as follows: -

Name of the Post	Day/Date	Paper	Timing	Duration
Professional Assistant	Tuesday, 13.06.2023	Paper I	09:00 a.m. to 11:00 a.m	2 hours*
		Paper II	01:00 p.m. to 04:00 p.m.	3 hours*

*15 minutes extra per hour would be given to Visually Handicapped, Cerebral Palsy candidate or similarly placed candidates from PwBD category.

1. All the eligible candidates are required to report at the Examination Centre one hour before the schedule of examination.
2. No entry will be entertained once the examination starts.
3. No TA/DA shall be paid to any candidate for appearing in the written test.
4. Any information/addendum/corrigendum will be placed on the college website.
5. College reserves the right to fill or not to fill the above mentioned post(s).
6. The Candidates are advised to keep checking the college website for further information.


Prof. Rajiv Chopra
Principal

- Encls: 1. list of provisionally Eligible Candidates for the post of Professional Assistant
2. Scheme of Examinations

List of Provisionally Eligible Candidates for the post of Professional Assistant

S. NO.	Form No	Name
1	DDN50661	VIKAS KUMAR
2	DDN50692	Ranjeet Kumar
3	DDN50743	AMIT KUMAR
4	DDN50759	KHALIK HUSSAIN
5	DDN50856	SHAMEEM
6	DDN50860	Gulzar Navi
7	DDN50865	VIPIN KAUSHIK
8	DDN50893	Shubham Negi
9	DDN50898	Roopam SHARMA
10	DDN50949	KUMARI ANAMIKA
11	DDN50954	KIMI
12	DDN50969	Neha Gupta
13	DDN51020	KM ALISH CHOURASIA
14	DDN51041	ASHISH LODHI
15	DDN51047	Manish kumarMeena
16	DDN51096	Yukta
17	DDN51134	Sarika Singh
18	DDN51148	Siddharth Rai
19	DDN51164	Vivek Agarwal
20	DDN51183	JULI DEVI
21	DDN51222	poonam
22	DDN51226	Neetu
23	DDN51232	Kumari Renu
24	DDN51235	Neeshu
25	DDN51254	SONAM SURI
26	DDN51280	Inder Kumar
27	DDN51289	PUJA SAHA
28	DDN51290	KHUSHBOO CHOUDHARY
29	DDN51300	DHARNA
30	DDN51315	YASHWANT AJMERI
31	DDN51320	PREMANANDA PRADHAN
32	DDN51323	POOJA SHARMA
33	DDN51328	RENU YADAV
34	DDN51379	Tanu yadav
35	DDN51434	RAMACHANDRAN BASKERBABUSURENDAR
36	DDN51469	Amit Kumar
37	DDN51486	SMRITI DUBEY
38	DDN51512	SANJAY
39	DDN51540	Bhawna
40	DDN51542	Suraj kumardwivedi
41	DDN51555	Sonika

42	DDN51569	PARBHAKAR PRASAD
43	DDN51574	Arun Kumar
44	DDN51591	SHIKHA PATEL
45	DDN51608	YOGESH
46	DDN51645	SUDARSHAN SURANA
47	DDN51647	VARUN KUMAR
48	DDN51680	SAURABH VERMA
49	DDN51685	KAVITA
50	DDN51687	DEEPSHIKHA RAI
51	DDN51708	DEEPSHIKHA RAO
52	DDN51716	Savitri Devi
53	DDN51726	Garvita Jhamb
54	DDN51733	KOMAL
55	DDN51734	Manikandan C
56	DDN51736	MAHIMA MANRAL
57	DDN51739	Deepika Gupta
58	DDN51741	KRISHNA KUMARPATEL
59	DDN51766	kirti
60	DDN51776	Sayani Chakrabarty
61	DDN51781	Anam Fatima
62	DDN51785	VEENA KUMARI
63	DDN51807	MAHESH
64	DDN51814	Shahnawaz
65	DDN51816	Km Anita
66	DDN51823	Nazma Sharif
67	DDN51824	NITYA RAHI
68	DDN51846	MANISH KUMAR
69	DDN51899	K manasa
70	DDN51959	SUNISHA SNAIR
71	DDN51967	Yogita Sharma
72	DDN51982	DEVPRIYA SANYAL
73	DDN51986	BUSHRA PERWEEN
74	DDN51991	baby gangmei
75	DDN51992	satish
76	DDN51999	MONA KUMARI
77	DDN52003	RAVINDER SINGHNEGI
78	DDN52032	Priya
79	DDN52039	Sandeep kumar
80	DDN52046	BOMMALI VINODKUMAR
81	DDN52054	Seema Bazad
82	DDN52064	POOJA SATI
83	DDN52135	NEERU
84	DDN52183	Manisha
85	DDN52198	Pratibha Gautam

86	DDN52233	NIBHA KUMARI
87	DDN52245	Akanksha
88	DDN52249	NEHA BISHT
89	DDN52251	Farzana
90	DDN52270	NISHA SHARMA
91	DDN52310	Tanaya Ralhan
92	DDN52316	SARIKA
93	DDN52318	NIVEDITA KHULBE
94	DDN52334	ROHIT
95	DDN52340	KRISHAN KUMAR
96	DDN52356	SHIVI DWIVEDI
97	DDN52370	Shruti Bansal
98	DDN52464	Vivek KumarSingh
99	DDN52495	IBRAN ALI
100	DDN52496	MAHFOOZ HUSSAIN
101	DDN52502	SHABANA
102	DDN52523	BRIJESH PAL
103	DDN52525	RITU
104	DDN52534	Sweta Rani
105	DDN52552	DIVYA KIROLA
106	DDN52645	SWETA SINGH
107	DDN52676	Sakshi Shah
108	DDN52710	ANJALI YADAV
109	DDN52756	NIKHAT RUKHSAR
110	DDN52783	SARNALY MUKHERJEE
111	DDN52801	PAYAL
112	DDN52803	ANSHU KUMARI
113	DDN52807	KAJAL NARULA
114	DDN52815	Shashi
115	DDN52820	Manish SinghRathore
116	DDN52823	Mohit vats
117	DDN52854	Priyanka
118	DDN52863	PRIYANSHU MANN
119	DDN52883	KIRTI
120	DDN52886	KAVITA
121	DDN52914	ANKIT ARORA
122	DDN52917	Monika Pal
123	DDN52922	KIRTI kirti
124	DDN52938	ARVIND KUMAR
125	DDN52962	CHHAVI SONI
126	DDN52979	ANUJ DEV
127	DDN52983	RAMNIWAS
128	DDN52990	Manisha Kumari
129	DDN53000	Avradeep Bose

130	DDN53009	Akash KumarSonker
131	DDN53013	JYOTI KUMARI
132	DDN53027	PRAVESH KUMAR
133	DDN53038	Karan Singh
134	DDN53042	ASHISH SHARMA
135	DDN53053	SHWETA RANA
136	DDN53055	Akhil Sharma
137	DDN53060	chakradhar kalala
138	DDN53062	Shikha
139	DDN53072	SADHANA SADHANA
140	DDN53073	Mamta
141	DDN53090	manoj kumar ranjan
142	DDN53105	Vartika Chaudhary
143	DDN53136	Tushar Mangesh Maratkar
144	DDN53147	Pinky
145	DDN53167	SAURAV SHAKYA
146	DDN53170	SURESH
147	DDN53173	NEHA PANDEYNEE SUYAL
148	DDN53178	MUKESH KUMAR
149	DDN53181	Ajaz UIHasan
150	DDN53185	Priyanka
151	DDN53196	manish kumar
152	DDN53203	PURBAVA ROY
153	DDN53233	Ankit kumar
154	DDN53254	Nidhi
155	DDN53273	SURBHI SACHDEVA
156	DDN53278	Ayandriila Ganguly
157	DDN53283	Sweta
158	DDN53296	Nidhi
159	DDN53305	SONI
160	DDN53307	BHARTI MISHRA
161	DDN53317	NEETU
162	DDN53327	TARUN SHARMA
163	DDN53353	PREETI SINGH
164	DDN53356	ARUN VERMA
165	DDN53364	Lata Kumari
166	DDN53404	SAKSHI JAIN
167	DDN53406	SHASHANK VARDHANSINGH
168	DDN53410	CHITRA
169	DDN53422	DOLLY GUPTA
170	DDN53424	JYOTI DWIVEDI
171	DDN53447	PREETI
172	DDN53475	Santosh
173	DDN53479	PRADEEP SINGHCHAUHAN

174	DDN53480	Manju Dahiya
175	DDN53485	Preeti
176	DDN53488	Medha Ray
177	DDN53500	Priyanka
178	DDN53509	VANDANA GR
179	DDN53521	KANCHI
180	DDN53537	ANUBHAW KUMARSUMAN
181	DDN53559	NARGIS
182	DDN53567	Chetan Rohilla
183	DDN53583	Dheeraj singhnegi
184	DDN53588	NEHA GUPTA
185	DDN53598	Vinay Bansal
186	DDN53607	Bhupendra singh
187	DDN53611	Ankush SinghChauhan
188	DDN53629	LALIT
189	DDN53632	ANJAR JAMAL
190	DDN53645	Deepti Kumari
191	DDN53671	Deepika
192	DDN53673	Bharati Sharma
193	DDN53674	TAHIRA
194	DDN53696	ARSHI
195	DDN53718	Sweety Ladia
196	DDN53720	YOGESH KUMAR
197	DDN53721	SATISH PRASAD
198	DDN53722	HONEY SUGANDHA
199	DDN53732	ASHUTOSH KUMARSINGH
200	DDN53766	Pooja
201	DDN53767	RITU RAWAT
202	DDN53772	JYOTI
203	DDN53790	Anju
204	DDN53803	BIRENDRA KUMAR
205	DDN53812	POOJA
206	DDN53823	Vineeta
207	DDN53830	PANKAJ KUMARBHARTI
208	DDN53842	ANAS MIRZA
209	DDN53846	Manisha
210	DDN53864	VAIBHAV KUMAR
211	DDN53866	Vipin Jatin
212	DDN53873	SHIVI GUPTA
213	DDN53887	AMIT KUMAR JOSHIA
214	DDN53909	ROHIT NEGI
215	DDN53944	ARUN KUMARVERMA
216	DDN53952	MAMTA KUMARI
217	DDN53965	REENA YADAV

218	DDN53977	KAMAL
219	DDN53991	Rainika Sharma
220	DDN53996	Jyoti Sajwan
221	DDN54017	RADHA KUMARI
222	DDN54036	ASHA RANI
223	DDN54055	Nahida
224	DDN54057	Vikash Soni
225	DDN54070	ARCHANA SHARMA
226	DDN54089	Geeta
227	DDN54105	SADHANA SINGH
228	DDN54108	PUSHPA
229	DDN54129	Mukul Pandey
230	DDN54132	Aishwarya Sharma
231	DDN54137	dipti priya
232	DDN54147	Shipra Gupta
233	DDN54159	DEEPAK RANA
234	DDN54160	KAMAL BAJPAI
235	DDN54172	PRANGYA PARAMITASENAPATI
236	DDN54179	AJIT TANWAR
237	DDN54184	Udita Gupta
238	DDN54187	SAPNA KUMARI
239	DDN54189	TWINKAL SINGH
240	DDN54193	Komal Saxena
241	DDN54204	Sonali Dhar
242	DDN54210	Abhishek Kumar
243	DDN54217	REENA GAUTAM
244	DDN54219	SHRADDHA DIXIT
245	DDN54223	NIDHI KUMARI
246	DDN54246	Madhu Yadav
247	DDN54254	Nikhil Malhotra
248	DDN54267	RANJANA
249	DDN54269	BEENA DEVI
250	DDN54279	supriya jha
251	DDN54280	RAHUL RANJAN
252	DDN54284	Samina Iqbal
253	DDN54291	SUSHMITA GUPTA
254	DDN54298	Tulika Kishor
255	DDN54325	Amit Yadav
256	DDN54343	Riya Chauhan
257	DDN54349	SALONI SHARMA
258	DDN54364	SHWETA MEHRA
259	DDN54377	Vikas Tiwari
260	DDN54384	MANOJ KUMAR
261	DDN54393	Khusboo

262	DDN54425	Manoranjan Satpathy
263	DDN54426	SHAKEEL AHMED
264	DDN54433	Nidhi Keshri
265	DDN54435	Sunil
266	DDN54438	ANIKET KUMAR
267	DDN54444	SAURAV BARMAN
268	DDN54446	Gunjan
269	DDN54456	SHILPI DEY
270	DDN54457	Rukmani Choudhary
271	DDN54458	PRAMOD KUMARPASWAN
272	DDN54461	Dheeraj Sharma
273	DDN54515	DINABANDHU RANA
274	DDN54552	YESHPAL SINGH
275	DDN54554	RAHUL RAJOURA
276	DDN54558	POOJA SINGH
277	DDN54566	SANJEEV KUMAR
278	DDN54583	SUSHIL KUMAR
279	DDN54594	BRIJESH PAL
280	DDN54609	DAYAL RAMKASWAN
281	DDN54628	MANISH SHARMA
282	DDN54670	AMIT GULATI
283	DDN54694	Ankit
284	DDN54699	Rakesh Choudhary



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4.5. Library Posts:

4.5.1 Scheme of Examination for Direct Recruitment to the post of Professional Assistant

The following shall be the scheme of Examination. Components of written test and its syllabus for recruitment to the post of Professional Assistant by direct recruitment:

A. Scheme of the Examination:

Paper -I (MCQ) Library Aptitude, General Awareness etc. (150 questions)	Time: 2 hrs.*	Max. Marks: 300 marks (150 questions)
Paper – II Library System etc.	Time: 3 hrs.*	Max. Marks: 150 marks
Skill Test Skills pertaining to subject matter of the concerned post would be assessed through a skill test to be conducted by the concerned department/institution under the direct supervision of University Librarian, Deputy Librarian, College Librarian/or equivalent rank. The skill test shall be conducted in a manner to check the practical knowledge of the candidate in handling various processes associated with Library's functioning.	Time: 1 hrs.	The test will be of 50 marks. To qualify the candidate should obtain 25 marks. This will however be only qualifying in nature.
Total Marks (300+150)		450 marks

*15 minutes extra per hour would be given to Visually Handicapped, Cerebral Palsy candidates or similarly placed candidates from PwBD category.

Paper – I	TEST COMPONENTS	DURATION: 2 hours	
		NO. OF QUESTIONS	MARKS
(i)	Library Aptitude	50	100
(ii)	General Awareness	25	50
(iii)	Reasoning Ability	25	50
(iv)	Mathematical Ability	25	50
(v)	Test of Language English or Hindi	25	50
	TOTAL	150	300

B. Detailed Syllabus for Paper I:

(i) **Library Aptitude:** Questions will be designed to test the knowledge and awareness on Library Information Science and recent development in the field of Library Science. The questions may be from all the spheres of library science.



(ii) **General Awareness:** Questions will be designed to test the ability of the candidate's General Awareness of the environment and its relevance to the society. The questions will also be designed to test knowledge of the current events and of such matters of everyday observation as may be expected of an educated person. The test will include questions relating to India and her neighboring countries, especially pertaining to History, Indian Polity & Constitution, Art & Culture, Geography, Economics, General Policy, Science & Scientific Research, National/International Organizations /Institutions, events etc.

(iii) **Reasoning Ability:** The syllabus of General Intelligence includes questions of both verbal and non-verbal types. Test may include questions on analogies, similarities, differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discrimination, observation, relationship, concepts, arithmetical reasoning, verbal and figure classification, arithmetical number series etc.

(iv) **Mathematical Ability:** The test of Arithmetical and Numerical Ability will cover Number System including questions on Simplification, Decimals, Fractions, L.C.M., H.C.F., Ratio & Proportion, Percentage, Average, Profit & Loss, Discount, Simple & Compound Interest, Mensuration, Time & Work, Time & Distance, Tables & Graphs, etc.

(v) **Test of Language English or Test of Language Hindi:** In addition to the testing of candidate's understanding of the English or Hindi Languages, its Vocabulary, Grammar, Sentence Structure, Synonyms, Antonyms and its correct usage etc. would also be tested.

C. Paper - II: The questions will be designed to test the ability of the candidate's knowledge and awareness on Library and Information Science and recent development in the field and on the following subjects.

Topic	Marks allocated
<ul style="list-style-type: none">• Knowledge and application of Library and Information Science Procedures, rules & Regulations.• Knowledge of Computers with special reference to knowledge of Library Software Packages of Word Processing, Data Analysis Packages.	Section 1 - MCQ 100 marks (50 questions) Section 2 – Descriptive 50 marks (5 questions)

D. Skill Test:

The skill test shall be qualifying in nature and no additional credits for the same shall be allocated.

The skill test shall be conducted in a manner to check the practical knowledge of the candidate in handling various processes associated with Library's functioning.

The candidates may be tested for his/her skills in:

- Search in electronic data bases(online)
- Knowledge of specialized, open source application software for libraries like Digital Library Software etc.
- knowledge of any Indian/Foreign language as opted by the candidate from the list given below: Arabic, Persian, Urdu, Sindhi, Tamil, Telugu, Malyalam, Kannad, Odiya, Bengali, Assamese, Chinese, Japanese, Korean, French, German, Spanish and Russian.



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Note:

1. The question paper should be bilingual (English and Hindi) and the applicant will have the option to respond in either of the languages. However, the same medium of language must be used throughout.
2. The questions in the written test will be of the level of degree/diploma/examination which is defined as the minimum eligibility for the respective post.
3. The minimum overall qualifying marks for Paper I and Paper II shall be 45% for the unreserved posts and 40% for the posts reserved for OBC category and 35% for the posts reserved for SC/ST/PwBD category. If the number of candidates qualifying is more than 30 times the advertised posts, the merit list would be restricted to 30 times the advertised posts for the purpose of shortlisting the candidates for skill test.
4. Answer script of Paper-II of a candidate would be evaluated only if the candidate qualifies in Paper-I.
5. There shall be negative marking for wrong answers in Paper I to the tune of 1/4th of marks allocated per question.
6. Merit list shall be drawn only for candidates who qualify Paper I, Paper II and skill test, if any, separately. The Merit list shall be drawn on the basis of combined scores of Paper I and Paper II only.
7. In case of bunching/bracketing of candidates in the results of the written test, the priority/merit list would be decided as follows:
 - a) The candidate having more marks in aggregate in the examination/degree/diploma which is defined as the minimum eligibility for the respective post will be given preference.
 - b) In case of further bunching/bracketing of candidates, candidate senior in age will be given preference.
 - c) In case option at (a) and (b) is exhausted, it will be decided through draw of lots.