

**SYLLABUS FOR NON- EXECUTIVE – ASSISTANT SUPERINTENDENT**  
**(HINDI TRANSLATOR)**

S.No	Sections	Topics
1.	<b>General Management &amp; Aptitude Test (Marks – 20)</b>	<ul style="list-style-type: none"> <li>❖ <b>Mental Ability &amp; Reasoning</b> <ul style="list-style-type: none"> <li>➤ Series (number, alphabet, figure),</li> <li>➤ Analogies, classification.</li> <li>➤ Coding-decoding, blood relations</li> <li>➤ Directions, ranking, seating arrangements.</li> <li>➤ Syllogisms, assumptions/conclusions.</li> <li>➤ Seating arrangement</li> </ul> </li> <li>❖ <b>Numerical Ability</b> <ul style="list-style-type: none"> <li>➤ Number systems, LCM/HCF, percentages</li> <li>➤ Profit-loss, simple/compound interest</li> <li>➤ Ratio-proportion, averages</li> <li>➤ Time-work-distance, mixtures, ages.</li> <li>➤ algebra (equations, inequalities)</li> <li>➤ Mensuration (area/volume)</li> <li>➤ Mixtures &amp; allegations</li> </ul> </li> <li>❖ <b>Data Analysis</b> <ul style="list-style-type: none"> <li>➤ Tables, bar/line/pie charts, graphs, data sufficiency.</li> <li>➤ Trends, ratios, percentages from caselets</li> <li>➤ Basic statistics: mean, median, probability.</li> </ul> </li> <li>❖ <b>English</b> <ul style="list-style-type: none"> <li>➤ Comprehension (passages)</li> <li>➤ Vocabulary (synonyms/antonyms/idioms).</li> <li>➤ Error spotting, sentence improvement,</li> <li>➤ Fill-in-blanks, para-jumbles.</li> <li>➤ One-word substitution.</li> </ul> </li> </ul>
2.	<b>Discipline Oriented (Marks – 55)</b>	<ul style="list-style-type: none"> <li>❖ General Hindi (language and grammar)</li> <li>❖ General English (language and grammar)</li> <li>❖ Hindi Vocabulary and Usage</li> <li>❖ English Vocabulary and Usage</li> <li>❖ Hindi–English Translation Theory</li> <li>❖ English–Hindi Translation Theory</li> <li>❖ Comprehension in Hindi</li> <li>❖ Comprehension in English</li> </ul>

**Disclaimer: The Above syllabus is broadly indicative but not exhaustive. Examination paper will be related to the qualification and relevant experience as per the post advertised**