



SSC Multitasking (MTS) Exam

Every year Staff Selection Commission conducts a Combined All India Open Examination for recruitment to Group 'C' posts of Multi Tasking Staff (MTS) (Non Technical) in Pay Band-1 (Rs. 5200-20200/-) + Grade Pay Rs. 1800/-, a General Central Service Group 'C' Non-Gazetted, Non Ministerial post in various Central Government Ministries / Departments / Offices, in different States / Union Territories for which Matriculation or equivalent is the minimum qualification. The post of Multitasking (NT) was earlier known as Group-D posts. This exam offers a wonderful opportunity to anyone who has completed Matriculation and is looking forward to getting a Govt. Job immediately.

Vacancies/Reservation: Vacancies or positions indicated by the Regional Offices of the Commission in different States/UTs are tentative. Firm number of vacancies for the post of Multi Tasking Staff, are determined by them in due course.

Note-I: Reservation for SC/ST/OBC/PH etc. categories is available as per the existing Govt. Orders.

Note-II: The Commission reserves the right to fill up analogous posts in other Ministries /Organizations under the Government from this recruitment.

Eligibility: Must have passed 10th Standard or equivalent or higher examination from a recognised Board or University.

Age Limit: 18-25 years

Scheme of Examination: The written examination will consist of (Paper-I) objective type paper and (Paper-II) descriptive type as shown below:

Paper-I:

Post	Part	Subject	Maximum Marks	Total Duration
Multi Tasking Staff (Non Technical)	A	Reasoning	25	2 Hours
	B	English	50	
	C	Maths	25	
	D	GK	50	

Paper-II:

Subject	Maximum Marks	Total Duration for General Candidates	Total Duration for Visually Handicapped/ Cerebral Palsy Candidates
Short Essay/Letter in	50	30 Minutes	45 Minutes

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English or any language included in the 8th schedule of the Constitution.

Note-I: Paper-I will consist of Objective Type- Multiple choice questions only. The questions will be set both in English & Hindi. The Commission reserves the right to set the questions additionally in regional languages subject to technical feasibility.

Note-II: There will be negative marking of 0.25 marks for each wrong answer. Candidates are, therefore, advised to keep this in mind while answering the questions.

Note-III: Paper-II will be descriptive in which the candidate will be required to write short essay/letter in English or any language included in the 8th schedule of the Constitution.

Note-IV: Paper-II will only be of qualifying nature and is intended to test elementary language skills in view of recategorization of the post as Group-C and in view of job requirements.

Note-V: Paper-II will be held only for such candidates who meet the cut-off prescribed by the Commission in Paper-I for different categories. The date and time of the Paper will be communicated to shortlisted candidates in due course. Commission reserves the right to set separate qualifying standard in any Part of Paper-I.
Syllabus of SSC Multitasking Exam:

Paper-I Questions on 'General Intelligence and Reasoning' will be non-verbal considering the functions attached to the post. Questions on Numerical Aptitude and General English will be simple, of a level that an average matriculate will be in a position to answer comfortably. Questions on General Awareness will be also of similar standard.

General Intelligence: It would include questions of non-verbal type. The test will include questions on similarities and differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discriminating observation, relationship concepts, 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.

English Language: Candidates' understanding of the Basics of English Language, its vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage, etc. his/her writing ability would be tested.

Maths (Numerical Aptitude): This paper will include questions on problems relating to Number Systems, Computation of Whole Numbers, Decimals and Fractions and relationship between Numbers, Fundamental arithmetical operations, Percentages, Ratio and Proportion,



Averages, Interest, Profit and Loss, Discount, use of Tables and Graphs, Mensuration, Time and Distance, Ratio and Time, Time and Work, etc.

General Awareness: Questions will be designed to test the ability of the candidate's general awareness of the environment around him and its application to society. Questions will also be designed to test 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.

Paper-II: The Paper will be set in English and Hindi and to the extent possible in other languages mentioned in the 8th Schedule of the Constitution as given in Annexure-X, to test basic language skills commensurate with the educational qualification prescribed for the post. Candidates will be required to write one short essay/letter in English or any language included in the 8th schedule of Constitution.

Mode of Selection: Candidates will be shortlisted for the Paper-II on the basis of their performance in Paper-I. Paper-II will only of qualifying nature. The cut-offs in Paper-I and qualifying marks in Paper-II may be different for vacancies in each State/UT will be fixed at the discretion of the Commission. Candidates for each State/UT will be finally selected based on their performance in Paper-I, subject to their meeting basic qualifying standards fixed in Paper-II.

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