

Appendix – 2

Scheme of Examination

The competitive examination for the online examination conducted for the recruitment of employees of cooperative societies under the jurisdiction of U. P. Co-operative Institutional Service Board, Lucknow is included in the competitive examination respectively.

For example: (1) Preliminary examination (multiple choice) (if required)

(2) Main Examination (Multiple Choice)

(3) Interview (Personality Test) for Class-1 and Class-2

(4) Proficiency Test for Class-3 (where there is a compulsory qualification).

Preliminary Examination (if required)

The syllabus for the preliminary examination in the competitive examination for the recruitment of employees of the co-operative societies under the jurisdiction of U.P. Co-operative Institutional Service Board, Lucknow is mentioned in the syllabus for the preliminary examination in the competitive examination for the posts of Employees Class-01, Employee Class-02 and Employee Class-3 of the cooperative societies coming under the jurisdiction of Lucknow. Each question paper will be of 100 marks and 1:30 hours duration. The question papers of the preliminary examination will be objective and multiple-choice in nature, which will consist of 100 questions.

(1) The system of minus marking shall apply to the wrong answers given by the candidate in the objective type question papers of the preliminary examination as follows:—

- (a) There will be four alternative answers to each question. For one wrong answer given by the candidate for each question, 1/4 (25 %) of the marks allotted for the question will be deducted as a minus mark (minus marking).
- (b) If a candidate gives more than one answer, it will be considered as an incorrect answer. Even if one of the given answers is correct, the same minus marking will be given for this question as above.
- (c) If a question is not solved by the candidate, i.e., not answered by the candidate, no minus marking will be awarded for that question.

Recruitment for the posts of Employees Category – 01, Employee Category – 02 and Employee Category – 03 of Co-operative Societies

Format of PRELIMINARY EXAMINATION

Minus Marks - 1 / 4 (25%)

Total Time: 90 Minutes (1:30 hour)

S.N.	Section	No of Question	Per Question Marks	Max. Marks
1	2	3	4	5
01	Numerical Ability/Quantitative Aptitude	35	1	35
02	Reasoning Ability/Mental Ability	35	1	35
03	Hindi Language And General English/English Language	20	1	20
04	Cooperative	10	1	10
Total		100		100

Main Examination

The syllabus for the Main examination in the competitive examination for the recruitment of employees of co-operative societies under the jurisdiction of U. P. Co-operative Institutional Service Board, Lucknow is mentioned in **Appendix-3** of this advertisement. Each question paper will be of 200 marks and 02 hours duration. The question papers of the Main examination will be objective and multiple-choice type, which will have 120 questions.

(1) The system of minus marking shall apply to the wrong answers given by the candidate in the objective type of question papers of the Main examination as follows:-

(a) There will be four alternative answers to each question. For one wrong answer given by the candidate for each question, 1/4 (25%) of the marks allotted for the question will be deducted as a minus mark (minus marking).

(b) If a candidate gives more than one answer, it will be considered as an incorrect answer. Even if one of the given answers is correct, the same minus marking will be given for this question as above.

(c) If a question is not solved by the candidate, i.e., not answered by the candidate, no minus marking will be awarded for that question.

(2) The Minimum Efficiency Standard is set at 35% for SC candidates. That is, if the candidates of these categories score less than 35% marks in the Main examination, they will not be included in the merit/selection list. Similarly, the Minimum Efficiency Standard is set

at 40% for candidates of other categories, i.e. if such candidates score less than 40% marks in the Main examination then they will not be included in the merit/selection list. All such candidates will be considered ineligible for scoring marks in the minimum efficiency standard set by the Service Board.

(3) No candidate will be allowed to appear in the examination without the admit card issued by the U. P. Co-operative Institutional Service Board, Lucknow. Eligibility for Admission to the Examination of any Candidate. The decision of the Service Board regarding eligibility will be final.

(4) The candidate is informed that the question papers will be in English script and Hindi in Devanagari script.

Format of Online Main Examination to be conducted for the following posts of direct recruitment of co-operative societies under the jurisdiction of U. P. Co-operative Institutional Service Board, Lucknow:

Class 01	Name of the Organization	Class 02	Name of the Organization
01. Manager	District Co-operative Bank Limited.,	01. Junior Manager	District Co-operative Bank Limited.,
		02. Assistant Engineer (Civil)	U.P. State Construction Co-operative Federation Limited.,

MAIN EXAMINATION

Minus Marks 1/4 (25 %)

Time : 02 hours

S.N.	Section	No of Question	Per Question Marks	Max. Marks
1	Reasoning Ability / Mental Ability	20	1	20
2	Numerical Ability/Quantitative Aptitude	20	1	20
3	General Awareness	15	1	15
4	Cooperative	15	1	15
5	Language (Hindi & English)	10	1	10
6	Subject (anyone of the following according to the essential educational qualification and syllabus of respective post)	40	3	120
	(a) Civil Engineering			
	(d) Managerial Skill			
	Banking - 30 Ques.			
	Computer Knowledge – 10 Ques.			
	TOTAL	120		200

Total Time Duration 120 minute

Format of Online Main Examination to be conducted for the following posts of direct recruitment of co-operative societies under the jurisdiction of U. P. Co-operative Institutional Service Board, Lucknow:

Class: 3	Name of the Organization
01. Assistant/Cashier (Banking Assistant) / (Clerical Staff)	District Co-operative Bank Limited.
02. Assistant/ typist	District Co-operative Bank Limited.

MAIN EXAMINATION	Minus Mark 1/4 (25%)
	Time : 02 hours

S.N.	Section	No of Question	Per Question Marks	Max. Marks
1	Reasoning Ability / Mental Ability	20	2	40
2	Numerical Ability/Quantitative Aptitude	20	2	40
3	Computer Language	20	2	40
4	Language (Hindi & English)	20	2	40
5	General Awareness	20	1	20
6	Cooperative	20	1	20
	TOTAL	120		200

Total Time Duration 120 minute

Appendix – 3

(A) Syllabus of the Preliminary Examination

(a) For recruitment to the posts of Employee Class 01 and Employee Class 02 of Co-operative Societies:—

Hindi Language		General English/English Language	
01	अपठित बोध	01	Vocabulary
02	अनेक शब्दों की जगह एक शब्द का प्रयोग	02	Tenses Rules
03	वाक्य शुद्धि	03	Grammar
04	अवतरण और रचयिता	04	Idioms & Phrases
05	रचना और रचयिता	05	Reading Comprehension
06	अशुद्ध वर्तनी के शब्दों का शुद्ध रूप	06	Fill in the blanks
07	उपयुक्त शब्द का चयन	07	Spotting Errors
08	मुहावरे और लोकोक्तियाँ	08	Cloze Test
09	पर्यायवाची शब्द	09	Para jumbles
10	विलोम शब्द	10	Synonyms
11	शब्द शुद्धि	11	Antonyms
12	रिक्त स्थानों की पूर्ति	12	Using of words
13	समास	13	Sentence improvement
14	संधि	14	Sentence Correction
15	उपसर्ग	15	Para/sentence completion
16	प्रत्यय		
17	रूप में समान प्रतीत होने वाले शब्द		
18	पिंगल (छंद) परिचय		
19	अलंकार		
20	रस विवेचन		
Reasoning Ability/Mental Ability		Numerical Ability/Quantitative Aptitude	
01	Alphabetical order and misc. series	01	Simplification
02	Coding Decoding	02	Number series
03	Direction and Distance	03	Percentage
04	Blood Relation	04	Profit and Loss, Discount
05	Order and Ranking	05	Simple Interest and Compound Interest
06	Sitting Arrangement	06	Average
07	Puzzle	07	Ratio and Proportion
08	Data Sufficiency	08	Problems on Ages

09	Syllogism	09	Partnership
10	Input Output	10	Mixture and Allegation
11	Data Inequality	11	Time and Work
12	Decision Making	12	Speed, Time and Distance
13	Problem and Course of Action	13	Pipe and Cistern
14	Statement and Assumption	14	Problems based on Trains
15	Cause and Effect	15	Boat and Stream
16	Statement and Argument	16	Inequality
17	Combined logical	17	Probability
18	Clock	18	Permutation and Combination
19	Calendar	19	Probability
20	Cube and Dice	20	Mensuration-Cone, Sphere, Cylinder
21	Figure Series	21	Data Sufficiency
22	Odd one Out Figure	22	Data Interpretation-Bar graph, Pie Chart, Line Chart, Tabular
23	Images and Water images	23	Quadratic Equation
24	Figure Matrix	24	Basic Algebra
25	Paper Folding, Cutting, unfolding and do not situation	25	Basic Trigonometry
26	Non-Verbal reasoning	26	Measure of Central Tendency
		27	Indices and Logarithms
Co-operative			
1	Origin and Development of Cooperatives		
2	National Level Important Cooperatives		
3	Formation of the Union Ministry of Cooperation		
4	Prosperity through co-operation		
5	Development of Cooperatives in the State of Uttar Pradesh		
6	Co-operative Societies in the State of Uttar Pradesh		
7	Innovations in Cooperatives		
(b) For recruitment to the posts of Employees Grade 03 of Co-operative Societies:—			
Hindi Language		General English/English Language	
01	अपठित बोध	01	Vocabulary
02	अनेक शब्दों की जगह एक शब्द का प्रयोग	02	Tenses Rules
03	वाक्य शुद्धि	03	Grammar
04	अवतरण और रचयिता	04	Idioms & Phrases
05	रचना और रचयिता	05	Fill in the blanks
06	अशुद्ध वर्तनी के शब्दों का शुद्ध रूप	06	Spotting Errors

07	उपयुक्त शब्द का चयन	07	Cloze Test
08	मुहावरे और लोकोक्तियाँ	08	For jumbles
09	पर्यायवाची शब्द	09	Synonyms
10	विलोम शब्द	10	Antonyms
11	शब्द शुद्धि	11	Sentence Correction
12	समास	12	Para/sentence completion
13	संधि		
14	रूप में समान प्रतीत होने वाले शब्द		
15	अलंकार		
Reasoning Ability/Mental Ability		Numerical Ability/Quantitative Aptitude	
01	Alphabetical order and misc. series	01	Simplification
02	Coding Decoding	02	Number series
03	Direction and Distance	03	Percentage
04	Blood Relation	04	Profit and Loss, Discount
05	Order and Ranking	05	Simple Interest and Compound Interest
06	Sitting Arrangement	06	Average
07	Data Sufficiency	07	Ratio and Proportion
08	Syllogism	08	Problems on Ages
09	Input Output	09	Partnership
10	Data Inequality	10	Time and Work
11	Decision Making	11	Speed, Time and Distance
12	Problem and Course of Action	12	Problems based on Trains
13	Statement and Assumption	13	Boat and Stream
14	Combined logical	14	Inequality
15	Clock	15	Probability
16	Calendar	16	Permutation and Combination
17	Figure Series	17	Probability
18	Images and Water images	18	Mensuration-Cone, Sphere, Cylinder
19	Figure Matrix	19	Data Interpretation-Bar graph, Pie Chart, Line Chart, Tabular
20	Non-Verbal reasoning	20	Basic Algebra
Co-operative		21	Basic Trigonometry
1	Origin and Development of Cooperatives	22	Measure of Central Tendency
2	National Level Important Cooperatives	23	Indices and Logarithms
3	Formation of the Union Ministry of Cooperation		
4	Prosperity through co-operation		
5	Development of Cooperatives in the State of Uttar Pradesh		
6	Co-operative Societies in the State of Uttar Pradesh		
7	Innovations in Cooperatives		

(A) Syllabus of the Main Examination

(a) For recruitment to the posts of Employee Class 01 and Employee Class 02 of Co-operative Societies:—

Designation:	Name of the Organization
Manager	District Co-operative Bank Limited.
Junior Manager	District Co-operative Bank Limited.
Assistant Engineer (Civil)	U.P. State Construction Co-operative Federation Limited.
1. Reasoning Ability/Mental Ability	
1	Alphabetical order and misc. series
2	Coding Decoding
3	Direction and Distance
4	Blood Relation
5	Order and Ranking
6	Sitting Arrangement
7	Puzzle
8	Data Sufficiency
9	Syllogism
10	Input Output
11	Data Inequality
12	Decision Making
13	Problem and Course of Action
14	Statement and Assumption
15	Cause and Effect
16	Statement and Argument
17	Combined logical
18	Clock
19	Calendar
20	Cube and Dice
21	Figure Series
22	Odd one Out Figure
23	Images and Water images
24	Figure Matrix
25	Paper Folding, Cutting, unfolding and do not situation
26	Non-Verbal reasoning
3. General Knowledge/Financial Awareness	
1	Structure/Role/Development of Co-operative Bank in UP
2	Reserve Bank of India and Monetary Policies
3	NPA and Basel Normes
4	Inflation, National Income
5	Indian Money Market and Capital Markets
6	Foreign Trade & Foreign Regulations
7	Financial Planning
8	Contemporary Welfare Schemes
9	Insurance & Miscellaneous
2. Numerical Ability/Quantitative Aptitude	
1	Simplification
2	Number series
3	Percentage
4	Profit and Loss, Discount
5	Simple Interest and Compound Interest
6	Average
7	Ratio and Proportion
8	Problems on Ages
9	Partnership
10	Mixture and Allegation
11	Time and Work
12	Speed, Time and Distance
13	Pipe and Cistern
14	Problems based on Trains
15	Boat and Stream
16	Inequality
17	Probability
18	Permutation and Combination
19	Probability
20	Mensuration-Cone, Sphere, Cylinder
21	Data Sufficiency
22	Data Interpretation-Bar graph, Pie Chart, Line Chart, Tabular
23	Quadratic Equation
24	Basic Algebra
25	Basic Trigonometry
26	Measure of Central Tendency
27	Indices and Logarithms
4. Hindi Language	
1	अपठित बोध
2	अनेक शब्दों की जगह एक शब्द का प्रयोग
3	वाक्य शुद्धि
4	अवतरण और रचयिता
5	रचना और रचयिता
6	अशुद्ध वर्तनी के शब्दों का शुद्ध रूप
7	उपयुक्त शब्द का चयन
8	मुहावरे और लोकोक्तियाँ
9	पर्यायवाची शब्द

10	General information related to the state of Uttar Pradesh	10	विलोम शब्द
11	Indian History	11	शब्द शुद्धि
12	Indian Polity and Constitution	12	रिक्त स्थानों की पूर्ति
13	General Science	13	समास
14	Current Affairs (National and International Affairs)	14	संधि
15	Geography of India	15	उपसर्ग
5. General English/English Language		16	प्रत्यय
1	Vocabulary	17	रूप में समान प्रतीत होने वाले शब्द
2	Tenses Rules	18	पिंगल (छंद) परिचय
3	Grammar	19	अलंकार
4	Idioms & Phrases	20	रस विवेचन
5	Reading Comprehension	6. Co-operative	
6	Fill in the blanks	1	Origin and Development of Cooperatives
7	Spotting Errors	2	National Level Important Cooperatives
8	Cloze Test	3	Formation of the Union Ministry of Cooperation
9	For jumbles	4	Prosperity through co-operation
10	Synonyms	5	Development of Cooperatives in the State of Uttar Pradesh
11	Antonyms	6	Co-operative Societies in the State of Uttar Pradesh
12	Using of words	7	Innovations in Cooperatives
13	Sentence improvement	7. Civil Engineering (for the post of Assistant Engineer (Civil))	
14	Sentence Correction	01	Engineering Mechanics
15	Para/sentence completion	02	Strength Of Materials
		03	Structural Analysis.
		04	Structural steel
		05	Reinforced Concrete
		06	Building Materials
		07	Construction Technology, Planning and Management
		08	Geo Technical Engineering and Foundation Engineering
		09	Fluid Mechanics
		10	Hydraulic Machines and Hydropower
		11	Hydrology
		12	Ground Water flow
		13	Highway Engineering
		14	Railway Engineering
		15	Environmental Engineering

(B) Syllabus of the Main Examination**(b) For recruitment to the posts of Employees Grade 03 of Co-operative Societies:—**

Designation		Name of the Organization	
01. Assistant/ Cashier (Banking Assistant) / (Clerical Staff)		District Co-operative Bank Limited.	
02. Assistant/ typist		District Co-operative Bank Limited.,	
1. Reasoning Ability/Mental Ability		2. Numerical Ability/Quantitative Aptitude	
1	Alphabetical order and misc. series	1	Simplification
2	Coding Decoding	2	Number series
3	Direction and Distance	3	Percentage
4	Blood Relation	4	Profit and Loss, Discount
5	Order and Ranking	5	Simple Interest and Compound Interest
6	Sitting Arrangement	6	Average
7	Data Sufficiency	7	Ratio and Proportion
8	Syllogism	8	Problems on Ages
9	Input Output	9	Partnership
10	Data Inequality	10	Time and Work
11	Decision Making	11	Speed, Time and Distance
12	Problem and Course of Action	12	Problems based on Trains
13	Statement and Assumption	13	Boat and Stream
14	Combined logical	14	Inequality
15	Clock	15	Probability
16	Calendar	16	Mensuration
17	Figure Series	17	Data Sufficiency
18	Images and Water images	18	Data Interpretation
19	Figure Matrix		
20	Paper Folding, Cutting, unfolding and do not situation		
3. general knowledge		4. Hindi Language	
1	Structure/Role/Development of Co-operative Bank in UP	1	अपठित बोध
2	Reserve Bank of India and Monetary Policies	2	अनेक शब्दों की जगह एक शब्द का प्रयोग
3	NPA and Basel Normes	3	वाक्य शुद्धि
4	Inflation, National Income	4	अवतरण और रचयिता
5	Indian Money Market and Capital Markets	5	रचना और रचयिता
6	Foreign Trade & Foreign Regulations	6	अशुद्ध वर्तनी के शब्दों का शुद्ध रूप
7	Financial Planning	7	उपयुक्त शब्द का चयन
8	Contemporary Welfare Schemes	8	मुहावरे और लोकोक्तियाँ
9	Insurance & Miscellaneous	9	पर्यावाची शब्द
10	General information related to the state of Uttar Pradesh	10	विलोम शब्द
11	Indian History	11	शब्द शुद्धि

12	Indian Polity and Constitution	12	समास
13	General Science	13	संधि
14	Current Affairs (National and International Affairs)	14	रूप में समान प्रतीत होने वाले शब्द
15	Geography of India	15	अलंकार
5. General English/English Language		6. Computer Language	
1	Vocabulary	1	Basic of Hardware and Software
2	Tenses Rules	2	Operating System
3	Grammar	3	Internet and Associated topics
4	Idioms & Phrases	4	Microsoft Office and Other word processing software (MS Word, MS-Excel, MS-PowerPoint)
5	Fill in the blanks	5	History of Computer
6	Spotting Errors	6	Basic Computer Networking
7	Cloze Test	7	Basics of Databases
8	For jumbles	8	Basics of Cyber Security Tools and process
9	Synonyms	7. Co-operative	
10	Antonyms	1	Origin and Development of Cooperatives
11	Sentence Correction	2	National level important co-operative societies (e.g. Amul, IFFCO, KRIBHCO etc.)
		3	Development of Cooperatives in the State of Uttar Pradesh
		4	Top Co-operative Societies in the State of Uttar Pradesh
		5	Formation of a separate Ministry of Cooperation
		6	Prosperity through co-operation
		7	Innovations in Cooperatives