



**PONDICHERRY UNIVERSITY**  
(A Central University)

**R.Venkataraman Nagar, Kalapet, Puducherry - 605 014**

Ref.No.PU/ESTT/NT1/I-12/1/2015/ 176

Date: 19.11.2015

**Circular**

Sub: PU- ESTT- Conduct of Departmental Test for promotion to the post of Engineering Assistant (Civil) and Engineering Assistant (Electrical) - Reg.

It is proposed to conduct the Qualifying Departmental Test for promotion to the post of Engineering Assistant (Civil) and Engineering Assistant (Electrical) in the pay Band of Rs.5200-20,200 with grade pay of Rs.1900.

The employees who fulfil the Recruitment Rules requirement with the following Educational qualification and experience are eligible to appear for the Departmental Test.

**Engineering Assistant (Civil)**

- a) Technical Attendants (Khalasi-Helpers) with 3 years of regular service in the University in the pay band of Rs.5200-20200 with grade pay of Rs.1800/- and possessing ITI certificate in their Trade or equivalent certificate issued by Govt. of India
- (or)
- b) Technical Attendants with 5 years of regular University service who do not possess ITI certificate.

**Engineering Assistant (Electrical)**

- a) Employees with 3 years of regular service in the University in the pay band of Rs.5200-20200 with grade pay of Rs.1800/- and possessing ITI certificate in their Trade or equivalent certificate issued by Govt. of India
- (or)
- b) Technical Attendants with 5 years of regular university service who do not possess ITI certificate.

Such of those employees who are eligible and willing to appear for the test are hereby instructed to apply in the enclosed format to the undersigned on or before 03.12.2015.

The syllabus for the Departmental Test for both the above posts are enclosed.

// BY ORDER //

  
DEPUTY REGISTRAR (ADMN.)

To

All Directors/Deans/Heads of Departments/Librarian/Centre Head/ Officers -With a request to display in the Notice Board and circulate among the Non-teaching staff  
Pondicherry University  
Pondicherry

Copy to: The Systems Manager, Pondicherry University for hosting the circular in the University website



**PONDICHERRY UNIVERSITY  
PUDUCHERRY**

**Syllabus for the Departmental Test for the post of  
Engineering Assistant (Civil)**

- 1. General Knowledge**
- 2. Simple Arithmetic**
- 3. Operation and Maintenance of Motors and Pumps (Various Types)**
- 4. General Plumbing and Carpentry Maintenance Work**
- 5. Quality/Strength of Basic Building Materials**
- 6. Principles of Simple Machines**
- 7. Quality of Materials (Plumbing/Carpentry) as per ISI Code**
- 8. Measurements**

**PONDICHERRY UNIVERSITY  
PUDUCHERRY**

**Syllabus for the Departmental Test for the post of  
Engineering Assistant (Electrical)**

- 1. Basic English & General Knowledge**
- 2. Basic Mathematics Knowledge**  
Calculation of Area of Regular Shapes(Square, Rectangle, Circle), Volume, Electrical Power & Energy.
- 3. Basic Electrical Engineering**  
(Materials used – Their Properties & Applications)  
Conductors – Low resistive, high resistive & Insulators.
- 4. Electrical Terminology & Meaning**  
Direct Current, Alternating Current, Voltage Current, Power etc.
- 5. Basic Units, Use of Tools and Measuring Instruments**
- 6. Basics of Electrical Appliances - Wiring Methods**  
Alternator, Transformer, UPS, Lamps, Fans, Air Conditioners etc., - Working principles, Wiring requirements and maintenance.
- 7. Safety & First aid practice in Electrical Engineering.**