



ब्रिक-ट्रान्सलेशनल स्वास्थ्य विज्ञान
और प्रौद्योगिकी संस्थान



BRIC-Translational Health Science and Technology Institute

(An Institute of the Biotechnology Research and Innovation Council, Govt. of India)
NCR Biotech Science Cluster, 3rd Milestone, Faridabad – Gurugram Expressway,
P.O. Box No. 04, Faridabad – 121001

Recruitment notice no. – THS/RN/15/2024

Selection pattern and Syllabus for the written test for the post of Management Assistant

I. Selection pattern

S. No.	Exam type	Exam pattern	Marks	Duration of Exam	Exam Centre
1	Written Test	Multiple choice questions (Domain specific, General Awareness, IT knowledge, Quantitative Aptitude and Logical Reasoning)	75 questions x 1 Mark	120 min	THSTI, Faridabad
		Descriptive Questions (letter writing, Noting & Drafting)	2 questions - 25 marks		
Total Marks			100 marks		
➤ The committee recommends negative marking @ 0.25 marks for every wrong answer in MCQ.					

II. Syllabus for the written test

S.No.	Exam pattern	Subject/ Questions based on
1.	Multiple Choice Questions (MCQ)	HR and Administration Finance & Accounts Stores & Purchase General knowledge & current affairs IT related knowledge Quantitative Aptitude Logical Reasoning
2.	Descriptive test	Letter writing, Noting & Drafting