

महालेखाकार (लेखापरीक्षा-I) का कार्यालय
केरल, तिरुवनंतपुरम - 695 001



OFFICE OF THE
ACCOUNTANT GENERAL (AUDIT-I)
KERALA, THIRUVANANTHAPURAM - 695 001

No.Au./Admn.II/12-31/

Date :08-09-2025

CIRCULAR No.49

The next Departmental Examination for 12th passed Multi-Tasking Staff (MTS) will be held on 15.09.2025 and 16.09.2025. The exam schedule is as shown below.

15.09.2025 11.00 AM to 01.00 PM	Paper 1 – English (Essay and letter writing)- Descriptive. Comprehension and Grammer (MCQ).
15.09.2025 03.00 PM to 05.00 PM	Paper 2 - Arithmetic & Tabulation(MCQ)
16.09.2025 11.00 AM to 01.00 PM	Paper 3 - General Knowledge & Office Procedure(MCQ)
16.09.2025 03.00 PM to 05.00 PM	Paper 4 - Information Technology Practical

The pattern of the examination Paper I – English will be in descriptive mode (50 marks) and Multiple Choice (50 marks). The other two papers, Paper – II Arithmetic & Tabulation and Paper – III General Knowledge & Office Procedure will be in the pattern of Multiple Choice Questions (MCQ) (100 marks). Paper 4 is Information Technology Practical (100 marks). The examination will be without books for a duration of 2 hours. The pass and exemption marks are 45 percent in each paper. There will be negative marking to the extent of 0.25 marks (25 percent).

12th passed MTS who have completed three years of continuous service as on 01.09.2025 are eligible to appear for the Examination. Eligible candidates may submit their application to Administration Section on or before 10.09.2025 in the proforma given below:

(Vide orders dated 08.09.2025 of Accountant General)

Digitally signed by
Parvathy Sekhar L
Date: 08-09-2025
13:54:36

SENIOR AUDIT OFFICER/ADMN.

To

1. Sr.AO/Admn.(Audit II)
2. All Branch Offices/RA offices
3. C.Cell/IA/Hindi Cell/Notice Board

PROFORMA

1 Name & Employee ID :
2 Section in which working :
3 Date of joining service :
4 Category :
SC/ST/General
5 Date of passing 12th class :
6 Whether exempted from typing test? If so, year in which :
exempted
7 Medium opted to write the Examination : English/Hindi

Place:

Date :

SIGNATURE OF CANDIDATE

दूरभाष / Telephone : 0471 – 2330799

ई-मेल / e-mail : agaukeralal@cag.gov.in

फैक्स / Fax – 0471-2331326

वेबसाइट / Website : <https://cag.gov.in/ag1/kerala/en>