



No. Trg.&Exams/Exams/QTT/Apr-Jun 2023/2023-24/Tr.43 11-05-2023

**CIRCULAR NO:03**

**Sub:** Quarterly Type Test for serving Clerks/MTS – April-June 2023

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Quarterly Type Test – April-June 2023 for serving Clerks/MTS is tentatively scheduled to be conducted in the month of May 2023.

**Eligibility:**

1. Clerks (except Direct Recruit Clerks, sponsored by Staff Selection Commission) who fail to qualify in the prescribed type test would not earn any increments nor become eligible for promotion to the post of Auditor. Further, the Clerks who have not qualified the type test, are not eligible to appear Departmental Examinations such as SAS, DEA
2. Multi-Tasking Staff (MTS) who have passed 12<sup>th</sup> or equivalent and put in a continuous service of 03 years on the first day of the month in which the examination is held and are intending to appear for Departmental Examination for promotion as Clerks.
3. 12<sup>th</sup> pass MTS officials who have passed the Departmental Examination for promotion as Clerks and are awaiting promotion as Clerk.

The Typing Test has to be taken only on computers. A minimum speed of 35 words per minute in English or 30 words per minute in Hindi on computer has been prescribed for passing the Typing Test. The candidate has to specify his/her choice of medium (English/Hindi) for appearing in the above test.

Willing candidates under the cadre control of this Office may submit the filled in application forms along with countersign of the Assistant Audit Officer under whom they are working shall be submitted in Training & Exams Section. Last date for submission of applications is **15.05.2023**.

KOVURU ANIL KUMAR  
**Senior Audit Officer (Training & Exams)**

**Copy to:**

1. Notice Boards
2. All Headquarters sections (by Mail)

Address: D. No: 27-37-158, 8<sup>th</sup> Floor, Stalin Central Mall, M.G. Road, Governorpet, Vijayawada – 520 002  
Website: [www.cag.gov.in/ag/andhra-pradesh/en](http://www.cag.gov.in/ag/andhra-pradesh/en) e-mail: [agauandhrapradesh@cag.gov.in](mailto:agauandhrapradesh@cag.gov.in)