



NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
SECTOR 26, CHANDIGARH – 160 019  
(An Autonomous Institution under the Ministry of Education, Government of India)  
Website: <https://www.nitttrchd.ac.in>

**ADVERTISEMENT NO.236/2024**

**CORRIGENDUM**

With reference to this institute Advertisement No.236/20224, the syllabus for Domain Skill Test for the post of Senior Secretariat Assistant, to be read as under:-

**DOMAIN SKILL TEST FOR THE POST OF SENIOR SECRETARIAT ASSISTANT**

The candidate should be able to demonstrate proficiency in:

1. Computer based Typing test for 10 minutes in English at the speed of 40 w.p.m. (8% errors / mistakes only are allowed for qualifying).  
OR  
Typing test for 10 minutes in Hindi at the speed of 30 w.p.m. (8% errors / mistakes only are allowed for qualifying).
2. Usage of MS-Excel.
3. Preparation of presentation using MS-PowerPoint.
4. Domain specific skills related to the post.

Note : (a) The total marks for the domain skill test = 50 (only for Item Nos. 2, 3, and 4)  
(b) The Domain skill test is qualifying in nature, and candidate must score a minimum of 40% marks (only for Item Nos. 2, 3, and 4).

**Dean (Administration & Finance)**