

Administration

- Part A -- Objective type questions on General Studies, quantitative reasoning etc
- Part B -- English Grammar of Graduation Level
- Part C -- Questions relating to Special Area in Personnel and General Administration area covering subjects:-
(i) Constitution of India including Reservations in Govt. Service
(ii) Industrial Disputes Act (iii) Workmen's Compensation Act (iv) Contract Labour Regulation Act (v) Apprentices Act (vi) Right to Information Act (vii) Minimum Wages Act (viii) Basic management principles of human resources management including organisation behaviour, motivation, leadership, training and development
- Part D -- Precise writing, Essay writing, Comprehension, Letter writing etc

Accounts

- Part A -- Objective type questions on General Studies, quantitative reasoning etc
- Part B -- English Grammar of Graduation Level
- Part C -- Questions relating to Special Area in Finance and Accounts area covering subjects:-
(i) Principles of Auditing (ii) Costing (iii) Balance Sheet reading (iv) Ratio analysis (v) Auditing (vi) Management Accountancy (vii) Mercantile Law (viii) Banking Practices (ix) Taxation (x) Basics of Economics
- Part D -- Precise writing, Essay writing, Comprehension, Letter writing etc

Purchase and Stores

- Part A -- Objective type questions on General Studies, quantitative reasoning etc
- Part B -- English Grammar of Graduation Level
- Part C -- Questions relating to Special Area in Purchase and Stores area covering subjects:-
(i) Material Management (ii) Import and Export Policy and Procedures (iii) Duties and Taxes - Central and State (iv) Inventory Management (v) Contract Act (vi) Sale of Goods Act (vii) E-procurement (viii) Capital Budgeting and relevant Mercantile Acts
- Part D -- Precise writing, Essay writing, Comprehension, Letter writing etc