

Govt. of NCT of Delhi
Department of Social Welfare
7th Floor, MSO Building, ITO
I.P.Estate, New Delhi-110002
(Administrative Branch)

F.44.(28)/2023/DSW/Admn/Estt./ 525 - 585

Dated: 29/4/25

CIRCULAR

Please find enclosed herewith a copy of letter No. F.14 (3)/1/2023/TT/S-III/383 dated 15.04.2025 received from Services Department (S-III) alongwith a letter dated 03.04.2025 vide no. F.20(66) Trg. (E)/Type Test/53/2025/CD-033794610/529 issued by Department of Training & Technical Education regarding schedule of typewriting test in r/o Jr. Assistant for the year 2025.

All Supdts./DDO/HOO of Homes/Institutions, DSW, New Delhi are requested herewith to kindly circulate the information amongst all the concerned officers/officials for typewriting test in r/o Jr. Assistant for the year 2025.

IT Branch, DSW is requested to upload the circular on the departmental website for strict compliance.

Section Officer (Admin)

Encl: As above.

F.44.(28)/2023/DSW/Admn/Estt./ 525 - 585

Dated: 29/4/25

To

1. PS to Secretary (SW), DSW, 7th Floor, MSO Building, ITO, New Delhi-110002.
2. PS to Director (SW), DSW, 7th Floor, MSO Building, ITO, New Delhi-110002
3. All DDs/DSWOs, DSW, GNCTD, Delhi.
4. All Supdts./DDO/HOO of Homes/Institutions, DSW, New Delhi.
5. Sr. System Analyst, DSW for uploading the circular on the departmental website.
6. Guard file.

Section Officer (Admin)

403/CC
30/4/2025

dd admn <ddadmn2@gmail.com>

Reg. Schedule of typewriting test in r/o Junior Assistants for the year 2025.

message

Wed, Apr 16, 2025 at 4:55 PM

Anjali Sehrawat <dsw@nic.in>
To: DD ADMIN 2 <ddadmn2@gmail.com>

===== Forwarded message =====

From: supt3services.delhi <supt3services.delhi@delhi.gov.in>
To: "principalnhmc" <principalnhmc@gmail.com>, "msbjrmh.delhi" <msbjrmh.delhi@nic.in>, "Directorate Services" <dirdhs@nic.in>, "SOM DUTT SHARMA" <rcoop@nic.in>, "Chanchal Yadav, IAS" <ctt.delhi@nic.in>, "diredu" <diredu@nic.in>, "Medical Director GTB Hospital" <msgtbh@nic.in>, "Burari Hospital" <burarihospital@gmail.com>, "directorateofismh" <directorateofismh@gmail.com>, "Rajiv Sagar" <msmbh@nic.in>, "aostatenc" <aostatenc@gmail.com>, "dghome" <dghome@nic.in>, "dig-tihar" <dig-tihar@nic.in>, "coa" <coa@nic.in>, "LNHMSOFFICE" <LNHMSOFFICE@GMAIL.COM>, "Anjali Sehrawat" <dsw@nic.in>, "Tarun Seern" <pshealth@nic.in>, "Chitra Velmurugan" <sla.delhi@gov.in>, "ceifcd" <ceifcd@gmail.com>, "Sanjiv Kumar" <senj@nic.in>, "mssgrnh" <mssgrnh@rediffmail.com>, "ms svbph" <ms.svbph@gmail.com>, "cdevlop" <cdevlop@nic.in>, "mssrhch" <mssrhch@gmail.com>, "deanmamc 2012" <deanmamc.2012@gmail.com>, "CEO Delhi" <ceo_delhi@eci.gov.in>, "gneedir" <gneedir@gmail.com>, "Ashok Kumar" <jddes.delhi@gov.in>, "labcomm delhi" <labcomm.delhi@gmail.com>, "dir gbph" <dir.gbph@gmail.com>
Date: Wed, 16 Apr 2025 16:51:49 +0530
Subject: Reg. Schedule of typewriting test in r/o Junior Assistants for the year 2025.
===== Forwarded message =====

Sir/Madam,

I am directed to forward the letter No. S-III/388 dt 15.04.2025 regarding the matter mentioned in the subject above. It is hereby requested to take the necessary action in the matter accordingly.

Regards~

Section Officer
Services Department (S-III)

Typing test schedule (1).pdf
707K

*Copy sent to all concerned
for information / Home / District / Bando 3 DSW
PLS
21/4/25
ms Parashar, on*

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT (III)
5TH LEVEL, B WING, DELHI SECRETARIAT
I.P. ESTATE, NEW DELHI-110002.

(Website: <http://services.delhigovt.nic.in>; Ph.No.: 23392239; Fax No.:23392150)

Dated:- 15-4-2025

No.F.14(3)/1/2023/TT/S-III/ 388

To
The All Head of Departments,
Govt. of NCT of Delhi
Delhi/ New Delhi

Sub: Regarding schedule of Typewriting Test in r/o Jr. Assistant for the Year 2025.

Sir/Madam,

With reference to the subject cited above, I am directed to inform that the typewriting test has been scheduled by Directorate of Training and Technical Education, GNCT of Delhi vide its letter No. F.20(66) Trg. (E)/ Type Test/53/2025/CD-033794610/529 dated 03.04.2025 (copy enclosed) on following upcoming dates:

Sl.	Date	Day
1	26 th April 2025	Saturday
2	23 rd August 2025	Saturday
3	22 nd November 2025	Saturday

Further, it is requested to forward the application forms of the officials to this department, if any, appointed on Compassionate grounds or promoted to the post of Jr. Assistant and are to appear in typewriting test at the earliest, so that their names may be forwarded to the department of Training and Technical Education well in time.

The application form may also be obtained from the website of Services Department.

Encl:- As above.

Yours faithfully,

(BHAIRAB DUTT)
DEPUTY SECRETARY (SERVICES)

Dated:- 15-4-2025

No.F.14(3)/1/2023/TT/S-III/ 388

1. Copy forwarded to the Section Officer (Co-ord branch), Services Department with the request to upload this letter on the official website of Services Department.

(BHAIRAB DUTT)
DEPUTY SECRETARY (SERVICES)

4c.
30/

665/c

**GOVERNMENT OF NCT OF DELHI
DEPARTMENT OF TRAINING & TECHNICAL EDUCATION
MUNI MAYA RAM MARG, PITAM PURA, DELHI-110034.
(EXAMINATION BRANCH)**

F.20 (66) Trg.(E)/TypeTest/53/2025/CD-033794610/529

Dated: 03/04/25

To,

The Section Officer (S-III)
Services Department,
Govt. of NCT of Delhi
5th Level, B Wing, Delhi Secretariat
I.P. Estate, New Delhi-110 113

Sub: Reg. Schedule of type writing test in r/o Gr.IV (GNCTDSS)/Jr. Assistant

Sir,

With reference to subject cited above, it is to inform that the type test/shorthand skill test will be conducted 03 times in the year 2025 as per details below:-

- A. 26th April 2025 (Saturday)
- B. 23rd August 2025 (Saturday)
- C. 22nd November 2025 (Saturday)

Hence, it is requested to kindly forward the details of staff that are going to appear in the exam for further necessary action in this regard.

This issues with the approval of Competent Authority.

Shashank Sonal
(Shashank Sonal)
AIT (Exam)