

05. Filling up of the post is at the discretion of Management based on suitability of candidates. The management in all matters relating to eligibility, acceptance or rejection of the application made, shall be final and management will not entertain any enquiry or correspondence in this regard.
06. The candidates who have been given grades in their result shall have to submit a certificate issued by their University/Institute specifying percentage equivalent to the grades obtained by them along with decimals.
07. The candidates working in Government / Semi Government or PSU Organization shall have to produce **"NO OBJECTION CERTIFICATE"** from the concerned organization at the time of Written Test as the case may be, failing which, their candidature will be disqualified.
08. If the selected candidate working in any company or organization, he/she shall have to produce relieving letter from the previous employer at the time of resuming their duty, failing which, their appointment order shall stand cancelled.
09. Mere submission of application does not guarantee the adequacy of candidature for being considered for the further selection process.
10. The tentative syllabus for the exam will be including but not limited to following topics/areas and emphasis could differ.
- The exam will be conducted by On-line or OMR mode considering the number of candidates registered.

General Knowledge	10%
English Language	20%
Accounts & Finance	60%
Computer Knowledge	10%

"The question paper will be in English language only"

THE SYLLABUS OF ACCOUNTS & FINANCE MAY INCLUDE:

Elements of Double entry, Rules of Journalizing, Ledger Accounts, Sub-division of Journal, Cash Book, Banking Transaction, Bill Transaction - Acceptance of bills, Dishonor of bills - Noting and protesting - Discounting bill, Renewal honor of bills payable – Rating bills payable under discount – Foreign and documentary bills, The Journal entry, The Trial Balance, The Trading Account, The Profit and Loss Account, The Balance Sheet, Company Accounts – Entries in regard to share capital and debenture issues – Debenture interest book – issue of Debenture at discount – issue of debenture at a premium – redemption of debentures, Depreciation and reserve and other funds, Capital and revenue expenditure, receipts and payments and Income and Expenditure Accounts, Self-Balancing Ledger, Value Added Tax, Income Tax and Service Tax including Revenue Charge Mechanism etc., Audit procedure and various types of audit, GST, New Accounting Standards (Ind AS)

PGVCL Deputy Superintendent of Accounts Syllabus|| Check PGVCL Deputy Superintendent Exam Pattern

PGVCL Deputy Superintendent Exam pattern

S.NO	Section	Subject Name	Weightage	No Of Questions
1.	Section-I	General Knowledge	10%	100 Questions
2.	Section-II	English Language	20%	
3.	Section-III	Accounts & Finance	60%	
4.	Section-IV	Computer Knowledge	10%	

PGVCL Deputy Superintendent Syllabus

General Knowledge:

- Famous Places in India.
- Famous Books & Authors.
- Rivers, Lakes, and Seas.
- Biology.
- Geography.
- Indian History.
- Indian Economy.
- Artists.
- Sports.
- Countries and Capitals.
- Indian Parliament.
- Tourism.
- Famous Days & Dates.
- General Science.
- Heritage.
- Inventions and Discoveries.
- Literature.
- Civics.
- Environmental Issues.
- Indian Politics.

General English:

- Antonyms
- Question Tag
- Preposition
- Conjunction
- Articles
- Noun, Pronoun
- Verb, Adverb
- Adjective
- Compound words
- Gerund, Infinitives
- Plural form of words
- Simple, Compound, Complex
- Degrees of Comparison
- Spot the error
- Fill in the blanks
- Synonyms

Computer Knowledge:

- Database Management System.
- MS Office.
- MS PowerPoint.
- MS Excel.
- Windows.
- PC Software and Office Automation.
- Workplace Productivity Tools.
- Computer Networks.
- Computer Software & Hardware.
- Internet Usage.
- Introduction to Computer Science.
- Data Structures.
- The Internet.
- Emerging Technologies and Web Publishing.
- Boolean Algebra.
- MS Word.