



**GOVERNMENT OF ASSAM**  
**State Level Recruitment Commission for Class-III Posts**  
**Assam Administrative Staff College, Jawaharnagar, Khanapara, Guwahati-22**  
**Email: slrc3assam@gmail.com**

No.SLRC-G-III/91/Advertisement/2023/85

Dated Guwahati, the 30 May, 2025.

**NOTICE**

**Computer Skill Test under State Level Recruitment Commission for Class-III Posts**

In continuation to this Commission's advertisement No.SLRC-G-III/91/Advertisement/2023/2, dated 30-10-2023 and subsequent notices, it is hereby informed to all the candidates who have provisionally qualified in the written examination in the Paper-III and Paper-IV that the candidates will have to appear in computer test (Category-I, II & III) of 25 marks to be held on 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> & 5<sup>th</sup> July, 2025 in Guwahati, as detailed below:

**Category-I** : Candidates provisionally qualified for the posts having minimum qualification **HSSLC and/or HSSLC in Science**.

**Category-II** : Candidates provisionally qualified for the posts having minimum qualification **Bachelor Degree**.

**Category-III** : Candidates provisionally qualified for the posts having minimum qualification **Bachelor Degree with Computer Certificate/Diploma of minimum 6(six) months duration from a recognized Institute and/or Bachelor Degree in Library Science with Computer Certificate/Diploma of minimum 6(six) months duration from a recognized Institute**.

The syllabus/pattern of the Computer Skill Test will be as follows:

Descriptions	Category-I	Category-II	Category-III
MS- Word	Document creation, Basic formatting, Editing, Alignment and printing.	Document creation, Formatting Document, Table creation and Editing, Alignment and printing.	Document creation and editing, Detailed formatting, References, Table creation and editing, Creating numbered or bulleted list and modifying characters, Alignment and Printing.
MS- Excel	Basic functionalities of Excel, Basic formulae, Alignment and Printing.	Intermediate level formatting, Intermediate Formulae, Conditional maths and validation, Alignment and Printing.	Detailed Tables, Detailed formulae, Formatting and Printing, Pivoting, Lookup methods, Using Chart wizards.
MS- Powerpoint	Document creation, Basic formatting, Alignment and Printing.	Document creation, Intermediate formatting, Alignment and Printing.	Document creation, Detailed formatting, Tables, Chart, Alignment and Printing.

Candidates have to download their **Admit Cards** for Computer Skill Test from the official website of ASSEB [www.sebaonline.org](http://www.sebaonline.org) from 11.00 A.M. of **25-06-2025**.

Candidates are requested to carefully go through the instructions given in the admit card for appearing in the Computer Skill Test.

  
**Secretary,**

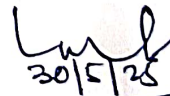
State Level Recruitment Commission for Class-III Posts,  
AASC, Khanapara, Guwahati-22.

Memo No.SLRC-G-III/91/Advertisement/2023/85-A,

Dated Guwahati, the 30 May,2025.

Copy to:

- ✓ 1. The Chairman, Assam State School Education Board (ASSEB), for kind information. He is requested to pass instruction for uploading the Notice in the official website of ASSEB- [www.sebaonline.org](http://www.sebaonline.org).
2. The Secretary to the Govt. of Assam, Personnel Department, Dispur, Guwahati-06 for kind information.
3. The Managing Director, Assam Electronics Development Corporation Ltd. (AMTRON) for favour of kind information and necessary action.
4. The Director, Information and Public Relations, Govt. of Assam, Dispur, for favour of kind information. It is requested for publication of the Notice in all leading dailies of Assam.
5. The Joint Secretary to the Govt. of Assam, General Administration Department, Dispur, Guwahati-06 for kind information.He is requested to upload the notice in the official website of Government of Assam i.e. [www.assam.gov.in](http://www.assam.gov.in).
6. P.S. to the Addl. Chief Secretary to the Govt. of Assam & Chairman, SLRC for Class-III Posts.
7. P.S. to the Commissioner & Secretary to the Govt. of Assam & Member, SLRC for Class-III Posts.
8. P.S. to the Secretary to the Govt. of Assam & Member, SLRC for Class-III Posts.
9. Office copy.

  
30/5/25

Secretary,

State Level Recruitment Commission for Class-III Posts,  
AASC, Khanapara, Guwahati-22.