

To

- a) Chief Engineer/HR, IT, S&D, PSTCL, Patiala
- b) SE/HR&Admn., PSTCL, Patiala
- c) SE/S&D, PSTCL, Patiala
- d) DGM/IT, PSTCL, Patiala
- e) Dy.CE/Technical Audit, PSTCL, Patiala
- f) Company Secretary, PSTCL, Patiala
- g) All ASEs/Sr.Xens/Dy.Secy. under CE/HIS&D, PSTCL, Patiala

Memo. No: 871/877/Sr.Xen./TC/ 240 Date: 24.07.2019

**Subject : English & Punjabi Computer Type test for UDC/General & UDC/Accounts and employees of other categories, appointed by PSTCL under CRA-03 or afterwards or on Compassionate Grounds.**

With respect to the subject cited above, English & Punjabi Computer Type test for UDC/General & UDC/Accounts and employees of other categories, appointed by PSTCL under CRA-03 or afterwards or under Compassionate Grounds, for whom the condition of English & Punjabi Computer Type test has been incorporated in their appointment letters and are **working under the offices of CMD, Director(s), Chief Engineer/HIS&D, Company Secretary, Dy.CE/Tech. Audit or any other office where HODs are not posted**, is going to be conducted.

The last date for submission of duly filled examination forms by the employees of above offices is **05.08.2019**. These forms shall be submitted in the office of **Sr.Xen/Training Cell, #23-Officer's Flat, Shakti Vihar, PSTCL, Patiala**, through proper channel only.

**Notes:**

1. **Guidelines for English & Punjabi Computer Type test and Application Form have already been uploaded on PSTCL's website vide memo no. 818/26/Sr.Xen./TC/ 240 dated 08.07.2019.**
2. **The Examination forms received after the due date or incomplete in any manner, will not be accepted.**
3. **Schedule of Type Test for employees of above offices will be intimated soon.**




Sr.Xen/Training Cell,  
PSTCL, Patiala

Endst. No. : 878/882 /Sr.Xen./TC/ 240 Dated: 24.07.2019

Copy of the above is forwarded to the following for information and further necessary action with regard to the employees working in their offices:

1. Sr. PS to CMD, PSTCL, Patiala
2. Sr. PS to Director/Technical, PSTCL, Patiala
3. Sr. PS to Director/F & C, PSTCL, Patiala
4. PS to Director/ Admin., PSTCL, Patiala
5. Sr.Xen/IT, PSTCL, Patiala with the request to upload and highlight it as new item on the home page of PSTCL's website.



Sr.Xen/Training Cell,  
PSTCL, Patiala