



The Belfast Gazette

Published by Authority.

The Gazette is registered at the General Post Office for transmission by Inland Post as a newspaper. The postage rate to places within the United Kingdom, for each copy, is one penny for the first 6 ozs., and an additional halfpenny for each subsequent 6 ozs. or part thereof. For places abroad the rate is a halfpenny for every 2 ounces, except in the case of Canada, to which the Canadian Magazine Postage rate applies.

FRIDAY, AUGUST 12, 1927.

Civil Service Commission,
15 Donegall Square West, Belfast,
12th August, 1927.

The Civil Service Commissioners for Northern Ireland hereby give notice that the following Regulations are published with the approval of the Ministry of Finance for Northern Ireland, viz.:—

REGULATIONS RESPECTING A LIMITED COMPETITIVE EXAMINATION FOR THE SITUATION OF WRITING ASSISTANT (FEMALE).

1. No candidate will be eligible who has not rendered, prior to the 1st November, 1927, and within twelve months of that date, three months' approved service in a Department of the Government of Northern Ireland as a temporary clerk.

2. A candidate will be required to satisfy the Commissioners—

- (a) that she is unmarried or a widow;
- (b) that she is duly qualified in respect of nationality, age, health, and character.

A candidate must be not less than 18 years of age on the 1st November, 1927, and must not have attained 40 years of age on or before that date.

No candidate will be eligible who is not a natural-born British subject, and the daughter of a father who is also a natural-born British subject.

3. The competition will comprise the following:—

PART I.

Examination in the following subjects, all of which are obligatory:—

	Marks.
English	200
Handwriting	100
Arithmetic	150
General Knowledge	150

PART II.

Interview 200

Of the candidates who obtain the highest aggregate marks in Part I a number, which will be determined in relation to the number of situations to be filled and taken in order of such aggregate marks, will be admitted to Part II, which will take place at a later date.

4. Subject to compliance with the provisions of paragraphs 1 and 2, candidates will be offered vacant appointments in the order in which they are finally placed in regard to their aggregate marks in Parts I and II of the examination. No candidate will be eligible for appointment who does not exhibit a reasonable standard of proficiency.

SYLLABUS.

English.—A candidate will be required to write an essay or letter on a prescribed subject, or to expand a summary supplied to her. She will be expected to keep closely to the subject, to arrange her ideas in orderly fashion, and to write concisely. Effective and exact expression will be rewarded.

She will also be required to summarise the substance of a passage or set of correspondence placed before her, and to answer any questions whether in relation thereto or otherwise which will tend to show her power of understanding and using English. Spelling will be taken into account in all subjects.

Handwriting.—A special test will be imposed, and in addition handwriting will be taken into account in other subjects.

Arithmetic.—First four rules, simple and compound, including imperial and metric weights and measures; simple reduction, vulgar fractions and decimals, excluding