



## ગુજરાત જાહેર સેવા આયોગ

શેક્ટર - ૧૦-એ, ૪-૩ સર્કલ પાસે, ૪ રોડ,  
ગાંધીનગર - ૩૮૨૦૧૦

જાહેરાત ક્રમાંક : ૧૦૫/૨૦૨૪-૨૫, મહિલા અધિકારી, ઔદ્યોગિક સલામતી અને રવારદ્ધિ,  
વર્ગ-૨ ની જગ્યા પર ભરતી માટેની પ્રાથમિક કસોટીમાં સામાન્ય અભ્યાસ-ભાગ-૧ (ક૦  
મિનિટ) અને સંબંધિત વિષય-ભાગ-૨ (૧૨૦ મિનિટ)ના પ્રશ્નપત્રનો અભ્યાસક્રમ

સીધી પસંદગીથી ભરતીની પ્રાથમિક કસોટીનો અભ્યાસક્રમ		
સામાન્ય અભ્યાસ-ભાગ-૧		
માધ્યમ: ગુજરાતી	કુલ ગુણ : ૧૦૦	
મુદ્દા	વિષય	ગુણ
૧	ભારતની ભૂગોળ- ભૌગોલિક, આર્થિક, સામાજિક, કુદરતી સંસાધન અને વર્તી અંગેની બાબતો- ગુજરાતના ખાસ સંદર્ભ સાથે	
૨	ભારતનો સાંસ્કૃતિક વારસો- સાહિત્ય, કલા, ધર્મ અને રથાપત્રો- ગુજરાતના ખાસ સંદર્ભ સાથે	
૩	ભારતનો ઇતિહાસ- ગુજરાતના ખાસ સંદર્ભ સાથે	
૪	ભારતની અર્થવ્યવર્થા અને આયોજન	
૫	<p>ભારતીય રાજીનીતિ અને ભારતનું બંધારણ:</p> <p>(૧) આમુખ</p> <p>(૨) મૂળભૂત અધિકારો અને ફરજે</p> <p>(૩) રાજ્યનીતિના માર્ગદર્શક ચિદ્ધાંતો</p> <p>(૪) સંસદની રચના</p> <p>(૫) રાષ્ટ્રપતિની ચત્તા</p> <p>(૬) રાજ્યપાલની ચત્તા</p> <p>(૭) ન્યાયતંત્ર</p> <p>(૮) અનુભૂચિત જાતિ, અનુભૂચિત જનજાતિ અને જમાજના પણાત વર્ગો માટેની જેગવાઈઓ</p> <p>(૯) નીતિ આયોગ</p> <p>(૧૦) બંધારણીય તથા વૈધાનિક સંરથાઓ- ભારતનું ચૂંટણી પંચ, કોમ્પટોલર એન્ડ ઓડિટર જનરલ, માહિતી આયોગ</p>	30

૬	સામાન્ય વિજ્ઞાન, પર્યાવરણ અને ઈન્જિનીઝિન્ફેશન ટેકનોલોજી	૧૦
૭	ખેલ જગત સહિત રોજબરોજના પ્રાદેશિક, રાષ્ટ્રીય અને આંતરરાષ્ટ્રીય મહત્વના બનાવો	૧૦
૮	<p>સામાન્ય જૌધિક જ્ઞાન કસોટી</p> <p>(૧) તાર્કિક અને વિશેષજ્ઞાતમક જ્ઞાન</p> <p>(૨) સંખ્યાઓની શ્રેણી સેકેત અને તેનો ઉકેલ.</p> <p>(૩) સંબંધ વિષયક પ્રશ્નો.</p> <p>(૪) આકૃતિઓ અને તેના પેટા વિભાગ, વેળ આકૃતિઓ</p> <p>(૫) ઘડીયાળ, કેલેજર અને ઉમર સંબંધિત પ્રશ્નો.</p> <p>(૬) સંખ્યા વ્યવરથા અને તેના માનકમ.</p> <p>(૭) રૈખિક સમીકરણ (એક કે બે ચલમાં)</p> <p>(૮) પ્રમાણ, ઠિક્સો અને ચલ.</p> <p>(૯) સરેરાશ યા મદ્યાક, મદ્યારથ અને બહુલક, ભાર્યિત સરેરાશ. .</p> <p>(૧૦) ઘાત અને ઘાતાંક, વર્ગ, વર્ગમૂળ, ઘનમૂળ, ગુ.સા.અ. અને લ.સા.અ</p> <p>(૧૧) ટકા, સાંક અને ચક્કવૃદ્ધિ વ્યાજ, નક્કો અને ગુક્ષાના.</p> <p>(૧૨) સમય અને કાર્ય, સમય અને અંતર, કટપ અને અંતર.</p> <p>(૧૩) સરળ ભૌતિક આકૃતિઓના ક્ષેત્રફળ અને પરિમિતિ, જથ્થો અને સપાટીનો વિરસ્તાર (ઇ સમાંતર બાજું ઘરાવતો ધાન, ઘન, સ્થિલિઝર, શંકુ આકાર, ગોળાકાર).</p> <p>(૧૪) રેખા, ખૂલા અને સામાન્ય ભૌગોલિક આકૃતિઓ-સાદી કે આંક્ષી સમાંતર રેખાઓના ગુણધર્મો, ત્રિકોણની સાપેક્ષ બાજુઓના માપનના ગુણધર્મો, પાયથાગોરસનો પ્રમેય, ચતુર્ભૂજ, લંબગોળ, સમાંતર બાજુ ચતુર્ભોજા, સમભૂજ ચતુર્ભોજા.</p> <p>(૧૫) બિજાણિતાનો પરિચય-BODMAS-કાળાભાગુવાઓ-વિચિત્ર પ્રતિકોની સરળ સમજૂતિ.</p> <p>(૧૬) માહિતીનું અર્થઘટન, માહિતીનું વિશેષજ્ઞ, માહિતીની પર્યામતા, સંભાવના</p>	30
૯	ગુજરાતી વ્યાકરણ	
	<p>(૧) જેડણી</p> <p>(૨) સમાનાર્થી-વિરુદ્ધધાર્થી શાબ્દો</p> <p>(૩) રૂઢિપ્રયોગો અને કહેવતો</p> <p>(૪) સમાચ</p> <p>(૫) સંધિ</p> <p>(૬) અલંકાર</p> <p>(૭) છંદ</p>	૧૦

90	<p><b>English Grammar</b></p> <p>(1) Articles, Pronouns, Adjectives, Prepositions, Conjunctions and Question tag.</p> <p>(2) Verb and Tense, Agreement between subject and verb, Gerund, Participles.</p> <p>(3) Modal auxiliaries. Usage of can, may, could, should, etc.</p> <p>(4) Use of some, many, any, few, a little. Since and for.</p> <p>(5) Active and passive voice</p> <p>(6) Degrees of adjectives.</p> <p>(7) Common errors of usage.</p>	90
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❖ મુદ્દા કમાંચ ર થી 90 માટેનો અભ્યાસક્રમ ઘોરણા- ૧૨ સમકાલ રહેશે.

**Syllabus for preliminary test for recruitment from Direct Selection  
General Studies-Part-I**

<b>Medium: Gujarati</b>		<b>Total Marks: 100</b>
<b>Point No</b>	<b>Subject</b>	<b>Marks</b>
1	Geography of India – Geographical, Economic, Social, Natural Resources and Population related topics – With Special reference to Gujarat	
2	Cultural Heritage of India – Literature, Arts, Religion and Architecture - With Special reference to Gujarat	
3	History of India- With Special reference to Gujarat	
4	Indian Economy and Planning	
5	Indian Politics and Constitution of India: (1) Preamble (2) Fundamental Rights and Fundamental Duties (3) Directive Principles of State Policy (4) Composition of Parliament (5) Powers of the President of India (6) Powers of Governor (7) Judiciary (8) Provisions for Scheduled Casts, Scheduled Tribes and Backward Classes of the society (9) NITI Aayog (10) Constitutional and Statutory Bodies: Election Commission of India, Comptroller and Auditor General, Information Commission	30
6	General Science, Environment and Information & Communication Technology	10
7	Daily events of Regional, National and International Importance including Sports	10
8	General Mental Ability Test (1) Logical Reasoning and Analytical Ability (2) Number Series, Coding-Decoding (3) Questions about relationship. (4) Shapes and their Sub-sections, Venn Diagram (5) Questions based on Clock, Calendar and Age (6) Number system and order of Magnitude (7) Linear Equations - in one or two Variables (8) Ratio, Proportion and Variation (9) Average of Mean, Median, Mode- including weighted Mean (10) Power and Exponent, Square, Square Root, Cube Root, H.C.F. & L.C.M. (11) Percentage, Simple and Compound Interest, Profit and Loss	30

	<p>(12) Time and Work, Time and Distance, Speed and Distance</p> <p>(13) Area and Perimeter of Simple Geometrical Shapes, Volume and Surface Area of Sphere, Cone, Cylinder, Cubes and Cuboids</p> <p>(14) Lines, Angles and Common geometrical figures - properties of transverse or parallel lines, properties related to measure sides of a triangle, Pythagoras theorem, quadrilateral, rectangle, Parallelogram and rhombus.</p> <p>(15) Introduction to algebra-BODMAS, simplification of weird Symbols.</p> <p>(16) Data interpretation, Data Analysis, Data sufficiency, Probability</p>	
9	<p>Gujarati Grammar</p> <p>(૧) જેડણી</p> <p>(૨) અમાનાર્થી-બિકુદ્યાર્થી શાંદો</p> <p>(૩) ફિલ્પ્યોગો અને કણ્ણવતો</p> <p>(૪) અમાસ</p> <p>(૫) સંધિ</p> <p>(૬) અલંકાર</p> <p>(૭) છંદ</p>	10
10	<p>English Grammar</p> <p>(1) Articles, Pronouns, Adjectives, Prepositions, Conjunctions and Question tag.</p> <p>(2) Verb and Tense, Agreement between subject and verb, Gerund, Participles.</p> <p>(3) Modal auxiliaries. Usage of can, may, could, should, etc.</p> <p>(4) Use of some, many, any, few, a little. Since and for.</p> <p>(5) Active and passive voice</p> <p>(6) Degrees of adjectives.</p> <p>(7) Common errors of usage.</p>	10

❖ The standard of the syllabus for point no. 8 to 10 will be equivalent to Standard 12.

**Syllabus for the Preliminary Test for the Recruitment of of Lady Officer, Industrial Safety and Health, Class-II**

**Concerned Subject-Part-II**

**Questions:200**

**Marks:200**

**Medium: English**

**1. Introduction of Social Sciences**

Basic Social Concepts, Social Process, Basic Economic Concept. Economy and Developmental Issues; Economic Planning-Meaning, characteristics and objectives, Economic Planning Vs. Niti Ayog, Meaning and Indicators of Sustainable Development, Human Development Index-concept and Indicators. Politics and Social Work; Welfare state : Meaning, Compulsory and optional functions of welfare state, Factors Controlling the Democracy system.

**2. History and Ideology of Social Work**

Historical Concepts of Social Work, Social Work Profession and Principles. Role, Functions and Ethics, Gandhian Social Works; Approaches of Gandhian Social Work, Characteristics of Gandhian Social Work, Constructive Programmes and Gandhian Social Work.

**3. Social Case Work and Social Group Work**

Social Case Work; Concept of Social Case Work, Principles of Social Case Work. Values, Skill and Basic Components, Steps in Social Case work. Field, recording and relationship. Social Group Work; Study of Social Groups, Group work in Social Work Practice, Group Process, Group Development, Group Recording.

**4. Human Growth, Behaviour and Community Organization**

Human Growth and Behaviour; Growth and Development, Psychological Development, Development of Abnormal behaviour, Personality and Motivation, Developmental theories. Community Organization; Understanding Community, Community Organization as practice method, Strategies in community Organization Practice and Role of Community Organization Practitioner, Social Action, Advocacy.

**5. Rural Development & Panchayati Raj**

Rural Development, Co-operative and Programmes, Livelihood social Change and Migration, Panchayati Raj; Meaning and Concept of Panchayati Raj, Main Perspectives of Panchayati Raj, Objectives of Panchayati Raj, 73rd Constitutional Amendment and its impact on Rural Society. Implementation of Panchayati Raj System; Functions and Powers of Gram Panchayat, Gram

Sabha, Authorities of Panchayati Raj-Talati, Sarpanch, TDO, DDO, Impact of Panchayati Raj on Rural Society.

## **6. Counseling and Social Work**

Concept of Counseling, Counseling Process, Counseling Techniques, Qualities of Counselor, Code of Ethics for Counselor, Principles of Counseling Interview, Barriers in Development of Counseling in India, Counseling Environment.

## **7. Human Resource Management & Organizational Behavior**

Management; concept, nature and process of management, managerial skills and level of management, functions of management: planning, organizing, leading and controlling. Human resource management, Human resource selection and planning, Organizational behaviour, Organizational structure.

## **8. Human Rights and Social Justice**

Meaning and Concept; Meaning and Definitions of Human Rights, Classification of Human Rights, Causes of Human Rights Violation, UN Declaration of Human Rights. Human Rights Violation and Social Work; HIV/AIDS and Human Rights Violation, Environment and Human Rights Violation, Displacement and Human Rights Violation, Child and Human Rights Violation. Human Rights in India; National Human Rights Commission- Introduction and Functions, Role of NGOs in Human Rights Protection, Rights of the accused, Causes of Human Rights Violation in India. Social Justice; History of Social Justice with Reference to Ideology, Union and State Government: Functions, Policies and Programmes, Social Justice for Downtrodden & Weaker Section of the Society, Inclusiveness and Government's efforts. Issues and Free legal Aid; Issues related to Food, Poverty and Livelihood of Marginalized, Section of the Society, Free Legal Aid – Introduction, Schemes of Free Legal Aid.

## **9. Social Work Research**

Basic Concept of Research; Meaning and Concept of Social Research, Meaning and Definition of Social Work Research, Difference between Social research and Social Work Research, Area of Social Work Research, Research Process, Sampling survey techniques, Data Collection, Data Interpretation

## **10. Social Welfare Administration**

Basic Concept; Social Welfare, Social Services, Social Reform, Social Security- meaning and Conceptual understanding. Social Welfare Administration. Functions and Types; Characteristics of Non-Government Organization, Functions of NGO, Types of NGO, Field of Social Welfare administration. Administration; Governing Body, Resolution, Minutes, AGBM, Project Proposal,

Organizational Culture, Registration Procedure of NGOs, Skill; Skill of Social Work for SWA.

## **11. Policy and Planning**

Introduction; Meaning ,Concept and Definition of Social Policy, Objectives of Social Policy, Need of Social Policy, Characteristics of Social Policy. Different Government Policies; National Policy for Women, Child, Youth and Health. Programmes for Women, Child, Youth and Health, Social Planning, Development and Displacement.

## **12. Labour Welfare Legislation**

History of Labour Legislations, Major Industrial Relations Legislations in India. Labour Welfare; Concept, Meaning and Definition, Importance of Labour Welfare, Principles of Labour Welfare, Labour Movement, Problems of Labour in India, The Industrial Relation Code, 2020, The Code on Social Security, 2020, The Occupational Safety, Health and Working conditions, code, 2020 (OSHWC code 2020), The Code on Wages, 2019.

## **13. Labour Movement**

Origin and concepts of Trade Union; Historical Perspective on the origin of trade union, Factors responsible for its Origin and Growth, Objective Definition and Theories of Trade Union, Types and structure of trade unions. Indian Trade Unions; Functions of Trade Union, Administration and finance of Trade Union, Problems and Prospects of Indian Trade Union, Union Security Measures of Trade Union, Indian Trade Union movement and International Labour Organization (ILO), The growth of white collar union in India, Labour Movement in LPG Era, Recent Trends in Trade Union Movement, Politicization of trade union, Trade Union rivalry, Trade union leadership, The Growth of national Federation in India and international Unions

## **14. Medical and Psychiatric Social Work**

Health Concept; Concept of Health, Determinative Components for Health, Main Aspects of Health-Physical, Mental, Social, Emotional, spiritual. Medical Social Work; Concept and Definition and field Area of Medical Social Work, Historical Development of Medical Social Work in India, Role of Social Work Unit in Hospital, Importance of Medical Social Work. Skills and Methods; Skills of Medical Social Worker, Preventive and Social Treatment, Methods of Health Education, Role of Medical Social Worker. Mental Health; Meaning and Intensity of Mental Health, Barriers in Implementation of Mental Health programmes, Symptoms of Mental Illness. Mental Retardation and Community Based Rehabilitation; Mental Retardation-Causes and Characteristics, Behaviour of

Mental Ill Patients, Different Mental Disorder- Anxiety, Depression, Stress, Schizophrenia, Community Based Rehabilitation, Different Health Related Scheme, Approaches of Public Health.

### **15. Family Social Work**

Women; Traditional Status of women in India, Change of Status of Women in British Era, Prevention of Harassment at Work Place Act-2013, National Commission for Women. Child: Meaning and Concept of Child, Rights of Children in India, Child Labour Act, 1986 and its amendments, Ageing ; Concept and characteristics of Ageing, Importance of Study of Ageing for Social Worker, Factors affecting to Ageing, Problems of Aged Peoples in Family and social set up. Specially Challenge people; Meaning and Concept of Disability, Types of Disability, Mentally challenged people and Social Work Intervention, Government scheme for Disabled

### **16. Disaster Management**

Understanding disasters, Types and effects of disasters, Disaster and social organization, Environmental hazards, Role of social worker in disaster management.

### **17. Labour welfare schemes.**

### **18. Current Trends and Recent Advancements in the above fields.**