

**Mumbai Metropolitan Region Development Authority
BKC, Bandra**

Steno Typist

-: syllabus -:

Part I

A) General Knowledge

- Current affairs of State, National and International.
- Indian and World Geography / History
- Indian Policy and Governance Constitution and Political System.
- Knowledge of Current events.

B) Aptitude Test.

- Logical Reasoning and Analytical Ability.
- Problem Solving Ability
- General intelligence Ability

Part II

A) Knowledge of general accounting and Administration.

B) General awareness of Computer Operating, Presentation, Operating System, Word Processing, Spreading, Presentation, Database Software, E-mail, and Internet post related topics.

C) Knowledge General Administration (Maharashtra Civil Service Rules).

Date : 13.04.2026