

IREL Syllabus 2022
(Personal Secretary, Graduate Trainee and Other Posts)

IREL Exam Pattern 2022

Computer Based Test		
Name of the Subject	Number of Questions	Number of Marks
Paper I: Subject Knowledge	50	50
Paper II <ul style="list-style-type: none">● General Knowledge● Numerical ability● Reasoning ability● General English	50	50
Total Marks	100 Questions	100 Marks
Time Duration: 120 Minutes		

Diploma Trainee (Technical) (Mining/ Chemical/ Mechanical/ Electronics, ...)
Electronics and Instrumentation

Computer Based Test		
Name of the Subject	Number of Questions	Number of Marks
Paper I: <ul style="list-style-type: none"> ● Section A: Subject Knowledge would consist of questions for testing basic knowledge of General Engineering. ● Section B: The knowledge of the specific discipline 	100	100
Paper II <ul style="list-style-type: none"> ● General Knowledge ● Numerical ability ● Reasoning ability ● General English 	50	50
Total Marks	150 Questions	150 Marks
Time Duration: 120 Minutes		

Tradesman Trainee

Paper Based Test (PBT)		
Name of the Subject	Number of Questions	Number of Marks
Paper I: Subject Knowledge would consist of questions for testing the knowledge of relevant Trades.	50	50
Paper II <ul style="list-style-type: none"> ● General Knowledge ● Numerical ability ● Reasoning ability ● General English 	50	50
Total Marks	100 Questions	100 Marks
Time Duration: 120 Minutes		

IREL Syllabus 2022 - (Subject Wise)

Graduate Trainee Finance

- Annual Reports
- Financial Projections
- Financial Management & Forex Markets
- Trade Finance
- KYC & Compliance
- Stressed Accounts
- Risks Management & Audit
- Indian & Global Economy
- Indian Financial System
- Taxation

Graduate Trainee HR

- HR Concepts, Policies and Practices
- Behavioral Dynamics in organizations
- Organizational Change and Development
- The personnel functions
- Grievance Redressal and Discipline
- Workers' Participation in Management
- Organizational Change and Development
- Organizational Communication
- Manpower Planning
- Human implications of Organizations

- Training and Development
- Training Methodology

General Knowledge

- General Policy
- Indian History
- Indian National Movements
- Sports
- Indian Economy
- Science- Innovations and Discoveries
- Books and Authors
- Budget and Five Year Plans
- Current affairs-National and International
- Captains of Indian States
- Science and Technology
- International and National Organizations
- Important Days
- Abbreviations
- Countries and Capitals
- Awards and Honors

Numerical Ability

- Code Inequalities
- Data sufficiency Tests
- Direction Tests
- Seating Arrangement
- Puzzles
- Tabulation
- Logical Reasoning
- Alphabetic Series
- Syllogism
- Input/output
- Coding and Decoding
- Blood Relations
- Alphanumeric Series

Reasoning Ability

- Space Visualization
- Analysis
- Arithmetic Number series
- Letter series
- Odd Man Out

- Clocks
- Shapes and Mirror
- Similarities
- Coding-Decoding
- Analytic Reasoning
- Decision Making
- Visual Memory
- Problem Solving
- Judgment
- Relationship Concepts
- Venn Diagrams
- Non Verbal Tests
- Semantic Analogy

General English

- Prepositions
- Sentence
- Fill in the blanks
- Substitutions
- Spotting Error
- Error correction
- Completion
- Vocabulary
- Cloze Test
- Transformation
- Articles
- Passage Completion
- Synonyms
- Antonyms
- Idioms and phrases
- Articles
- Tense