



Nagpur Municipal Corporation (General Administration department)

POSTNAME- DATA MANAGER (TECHNICAL SYLLABUS)

1. Database Management & Data Handling

Relational Databases (MySQL, PostgreSQL, Oracle)

SQL Queries, Joins, Views, Indexing

Data Backup, Recovery, and Migration

Data Normalization and Integrity

2. Data Analytics & Reporting

Data Cleaning and Transformation

Use of Excel, Power BI, or Tableau for dashboards

Basic Statistical Analysis

Report Generation and Automation

3. Programming & Scripting

Python (with Pandas, NumPy, Matplotlib)

Shell Scripting (Linux/Unix)

4. Cybersecurity & Data Privacy

Data Security Best Practices

IT Act 2000 and Data Protection Guidelines

Role-based Access Control (RBAC)

Secure File Transfer and Encryption

POSTNAME- HARDWARE ENGINEER (TECHNICAL SYLLABUS)

1. Computer Hardware Fundamentals

- Architecture of Computers and Peripherals
- Motherboards, CPUs, RAM, Storage Devices
- Printers, Scanners, UPS, and other peripherals
- Troubleshooting and Maintenance

2. Networking & Connectivity

- LAN/WAN Setup and Configuration
- TCP/IP, DNS, DHCP, VPN
- Network Devices: Routers, Switches, Firewalls
- Cabling Standards and Network Topologies

3. System Administration

- Installation and Configuration of OS (Windows/Linux)
- User and Group Management
- Disk Management and Partitioning
- Remote Access and Monitoring Tools

4. Security & Compliance

- Physical and Network Security
- Antivirus and Endpoint Protection
- Backup and Disaster Recovery Planning
- Compliance with IT Act and Government Standards

POSTNAME- LAW ASSISTANT (TECHNICAL SYLLABUS)

Topic	Subtopic	Concepts
Legal System	Jurisprudence	Nature and Sources of Law
Legal System	Jurisprudence	Schools of Jurisprudence
Legal System	Jurisprudence	Law and Morality
Legal System	Jurisprudence	Rights and Duties
Legal System	Jurisprudence	Legal Personality
Legal System	Jurisprudence	Property
Legal System	Jurisprudence	Ownership and Possession
Legal System	Jurisprudence	Liability
Legal System	Jurisprudence	Law
Legal System	Jurisprudence	Poverty and Development
Legal System	Jurisprudence	Global Justice
Legal System	Jurisprudence	Modernism and Post Modernism
Constitutional Law	Directive Principles Fundamental Duties	Directive Principles of State Policy
Constitutional Law	Directive Principles Fundamental Duties	Fundamental Duties
Constitutional Law	Elections	Elections Provisions
Constitutional Law	Emergency Provisions	Emergency
Constitutional Law	Executive Legislature Judiciary Parliament	Judiciary
Constitutional Law	Executive Legislature Judiciary Parliament	Parliament
Constitutional Law	Executive Legislature Judiciary Parliament	Union and State Legislature
Constitutional Law	Executive Legislature Judiciary Parliament	Union Executive and State Executive
Constitutional Law	Federalism	Principles of Federalism
Constitutional Law	Legislative and Administrative Relations	Relationship the Union and the State
Constitutional Law	Making of the Constitution	Nature and Special Features
Constitutional Law	State and Fundamental Rights	Fundamental Rights
Constitutional Law	State and Fundamental Rights	Important Doctrines
Constitutional Law	State and Fundamental Rights	State

Constitutional Law	The State Executive and State Legislature	State Executive
Constitutional Law	The State Executive and State Legislature	State Legislature
Administrative Law	Administrative Tribunals	Rules and Procedures
Administrative Law	Concept of Fairness	Procedural Fairness
Administrative Law	Evolution and Scope	Classification
Administrative Law	Evolution and Scope	Concept and Agencies
Administrative Law	Evolution and Scope	Nature Scope and Development
Administrative Law	Evolution and Scope	Sources
Administrative Law	Judicial Review in India	Concepts
Administrative Law	Judicial Review in India	Grounds of Review
Administrative Law	Judicial Review in India	Jurisdiction
Administrative Law	Judicial Review in India	Limits
Administrative Law	Natural Justice Principles	Audi Alteram Patrem
Administrative Law	Natural Justice Principles	Exclusion of Natural Justice Principles
Administrative Law	Natural Justice Principles	Rules of Natural Justice
Administrative Law	Natural Justice Principles	The Rule Against Bias
Administrative Law	Natural Justice Principles	Violation of Natural Justice Principles
Labour Laws	Industrial Disputes Act 1947	Preliminary
Labour Laws	Industrial Disputes Act 1947	Authorities Under Act
Labour Laws	Industrial Disputes Act 1947	Reference of Disputes to Boards Courts or Tribunals
Labour Laws	Industrial Disputes Act 1947	Procedure Powers and Duties of Authorities
Labour Laws	Industrial Disputes Act 1947	Lay Off and Retrenchment
Labour Laws	Industrial Disputes Act 1947	Penalties
Labour Laws	Industrial Disputes Act 1947	Miscellaneous
Labour Laws	Minimum Wages Act 1948	Penalties for certain offences
Labour Laws	Minimum Wages Act 1948	Central Advisory Board
Labour Laws	Minimum Wages Act 1948	Committee
Labour Laws	Minimum Wages Act 1948	Payment of Minimum Rates of Wages
Labour Laws	Minimum Wages Act 1948	Wages for Less than Normal Working Day
Labour Laws	Minimum Wages Act 1948	Machinery under the Act

Labour Laws	Minimum Wages Act 1948	Authorities under the Act
Labour Laws	Contract Labour Regulation and Abolition Act 1970	Registration of Establishments Employing Contract Labour
Labour Laws	Contract Labour Regulation and Abolition Act 1970	Licensing of Contractors
Labour Laws	Contract Labour Regulation and Abolition Act 1970	Welfare And Health Of Contract Labour
Labour Laws	Contract Labour Regulation and Abolition Act 1970	Penalties And Procedure
Labour Laws	Contract Labour Regulation and Abolition Act 1970	Miscellaneous
Labour Laws	Factories Act 1948	Preliminary
Labour Laws	Factories Act 1948	The Inspecting Staff
Labour Laws	Factories Act 1948	Health
Labour Laws	Factories Act 1948	Safety
Labour Laws	Factories Act 1948	Provisions Relating to Hazardous Processes
Labour Laws	Factories Act 1948	Welfare
Labour Laws	Factories Act 1948	Working Hours of Adults
Labour Laws	Factories Act 1948	Employment of Young Persons
Labour Laws	Factories Act 1948	Annual Leave with Wages
Labour Laws	Factories Act 1948	Special Provisions
Labour Laws	Factories Act 1948	Penalties and Procedure
Labour Laws	Factories Act 1948	Supplemental
Labour Laws	Payment of Gratuity Act 1972	Continuous service
Labour Laws	Payment of Gratuity Act 1972	Payment of gratuity
Labour Laws	Payment of Gratuity Act 1972	Determination of the amount of gratuity
Labour Laws	Payment of Gratuity Act 1972	Recovery of gratuity
Labour Laws	Payment of Gratuity Act 1972	Exemption of employer from liability in certain cases
Labour Laws	Payment of Gratuity Act 1972	Protection of gratuity
Labour Laws	Trade Unions Act 1926	Preliminary
Labour Laws	Trade Unions Act 1926	Registration of Trade Unions
Labour Laws	Trade Unions Act 1926	Rights and Liabilities of Registered Trade Unions
Labour Laws	Trade Unions Act 1926	Regulations
Labour Laws	Trade Unions Act 1926	Penalties and Procedure
Labour Laws	The Employees Compensation Act 1923	Preliminary

Labour Laws	The Employees Compensation Act 1923	Employees Compensation
Labour Laws	The Employees Compensation Act 1923	Commissioners
Labour Laws	The Employees Compensation Act 1923	Rules
Land Acquisition laws	The Right to Fair Compensation and Transparency in Land Acquisition	Determination of Social Impact and Public Purpose
Land Acquisition laws	The Right to Fair Compensation and Transparency in Land Acquisition	Special Provision to Safeguard Food Security
Land Acquisition laws	The Right to Fair Compensation and Transparency in Land Acquisition	Notification and Acquisition
Land Acquisition laws	The Right to Fair Compensation and Transparency in Land Acquisition	Rehabilitation and Resettlement Award
Land Acquisition laws	The Right to Fair Compensation and Transparency in Land Acquisition	Procedure and Manner of Rehabilitation and Resettlement
Land Acquisition laws	The Right to Fair Compensation and Transparency in Land Acquisition	National Monitoring Committee for Rehabilitation and Resettlement
Land Acquisition laws	The Right to Fair Compensation and Transparency in Land Acquisition	Establishment of Land Acquisition Rehabilitation and Resettlement Authority
Land Acquisition laws	The Right to Fair Compensation and Transparency in Land Acquisition	Apportionment of Compensation
Land Acquisition laws	The Right to Fair Compensation and Transparency in Land Acquisition	Payment
Land Acquisition laws	The Right to Fair Compensation and Transparency in Land Acquisition	Temporary Occupation of Land
Land Acquisition laws	The Right to Fair Compensation and Transparency in Land Acquisition	Offences and Penalties
Land Acquisition laws	The Right to Fair Compensation and Transparency in Land Acquisition	Miscellaneous
Forest Rights Acts	The Scheduled Tribes and other Traditional Forest Dwellers Recognition of Forest Rights Act 2006	Forest Rights
Forest Rights Acts	The Scheduled Tribes and other Traditional Forest Dwellers Recognition of Forest Rights Act 2006	Recognition Restoration and Vesting of Forest Rights and Related Matters

Forest Rights Acts	The Scheduled Tribes and other Traditional Forest Dwellers Recognition of Forest Rights Act 2006	Authorities and Procedure for Vesting of Forest Rights
Forest Rights Acts	The Scheduled Tribes and other Traditional Forest Dwellers Recognition of Forest Rights Act 2006	Offences and Penalties
Forest Rights Acts	The Scheduled Tribes and other Traditional Forest Dwellers Recognition of Forest Rights Act 2006	Miscellaneous
Consumer Protection Act	Sections specific to The Consumer Protection Act 1986	Consumer Protection Councils
Consumer Protection Act	Sections specific to The Consumer Protection Act 1986	Consumer Disputes Redressal Agencies
Consumer Protection Act	Sections specific to The Consumer Protection Act 1986	Miscellaneous
Civil Laws	Indian Contract Act 1872	Communication Acceptance and Revocation of Proposals
Civil Laws	Indian Contract Act 1872	Contracts Voidable Contracts and Void Agreements
Civil Laws	Indian Contract Act 1872	Contingent Contracts
Civil Laws	Indian Contract Act 1872	The Performance of Contracts
Civil Laws	Indian Contract Act 1872	Certain Relations Resembling Those Created by Contract
Civil Laws	Indian Contract Act 1872	Consequences of Breach of Contract
Civil Laws	Indian Contract Act 1872	Sale Of Goods
Civil Laws	Indian Contract Act 1872	Delivery
Civil Laws	Indian Contract Act 1872	Sellers Lien
Civil Laws	Indian Contract Act 1872	Stoppage in Transit
Civil Laws	Indian Contract Act 1872	Resale
Civil Laws	Indian Contract Act 1872	Warranty
Civil Laws	Indian Contract Act 1872	Partnership
Civil Laws	Indian Contract Act 1872	Indemnity And Guarantee
Civil Laws	Indian Contract Act 1872	Bailment
Civil Laws	Indian Contract Act 1872	Agency

Civil Laws	Specific Relief Act 1963	Preliminary
Civil Laws	Specific Relief Act 1963	Recovering Possession of Property
Civil Laws	Specific Relief Act 1963	Specific Performance of Contracts
Civil Laws	Specific Relief Act 1963	Rectification of Instruments
Civil Laws	Specific Relief Act 1963	Rescission of Contracts
Civil Laws	Specific Relief Act 1963	Cancellation of Instruments
Civil Laws	Specific Relief Act 1963	Declaratory Decrees
Civil Laws	Specific Relief Act 1963	Injunctions Generally
Civil Laws	Specific Relief Act 1963	Perpetual Injunctions
Civil Laws	Limitation Act 1963	Limitation of Suits Appeals and Applications
Civil Laws	Limitation Act 1963	Computation of Period of Limitation
Civil Laws	Limitation Act 1963	Acquisition of Ownership by Possession
Civil Laws	Limitation Act 1963	Miscellaneous
Civil Laws	Registration Act 1908	Registration Establishment
Civil Laws	Registration Act 1908	Registrable Documents
Civil Laws	Registration Act 1908	Time of Presentation
Civil Laws	Registration Act 1908	Presenting Documents for Registration
Civil Laws	Registration Act 1908	Wills and Authorities to Adopt
Family Law	The Special Marriage Act 1954	Solemnization of Special Marriages
Family Law	The Special Marriage Act 1954	Registration of Marriages Celebrated in Other Forms
Family Law	The Special Marriage Act 1954	Consequences of Marriage Under This Act
Family Law	The Special Marriage Act 1954	Restitution of Conjugal Rights and Judicial Separation
Family Law	The Special Marriage Act 1954	Nullity of Marriage and Divorce
Family Law	The Special Marriage Act 1954	Jurisdiction and Procedure
Family Law	The Special Marriage Act 1954	Miscellaneous
The Bharatiya Nagarik Suraksha Sanhita 2023	Sections Specific to The Bharatiya Nagarik Suraksha Sanhita 2023	Constitution of Criminal Courts and offices
The Bharatiya Nagarik Suraksha Sanhita 2023	Sections Specific to The Bharatiya Nagarik Suraksha Sanhita 2023	Power of Courts
The Bharatiya Nagarik	Sections Specific to The Bharatiya Nagarik Suraksha Sanhita	Powers of Superior officers of Police

Suraksha Sanhita 2023	2023	
The Bharatiya Nagarik Suraksha Sanhita 2023	Sections Specific to The Bharatiya Nagarik Suraksha Sanhita 2023	Aid to The Magistrates And The Police
The Bharatiya Nagarik Suraksha Sanhita 2023	Sections Specific to The Bharatiya Nagarik Suraksha Sanhita 2023	Arrest of Persons
The Bharatiya Nagarik Suraksha Sanhita 2023	Sections Specific to The Bharatiya Nagarik Suraksha Sanhita 2023	Process To Compel the Production of Things
The Bharatiya Nagarik Suraksha Sanhita 2023	Sections Specific to The Bharatiya Nagarik Suraksha Sanhita 2023	Security For Keeping the Peace and For Good Behavior
The Bharatiya Nagarik Suraksha Sanhita 2023	Sections Specific to The Bharatiya Nagarik Suraksha Sanhita 2023	Maintenance of Public Order and Tranquility
The Bharatiya Nagarik Suraksha Sanhita 2023	Sections Specific to The Bharatiya Nagarik Suraksha Sanhita 2023	Information To the Police and Their Powers to Investigate
The Bharatiya Nagarik Suraksha Sanhita 2023	Sections Specific to The Bharatiya Nagarik Suraksha Sanhita 2023	Limitation For Taking Cognizance of Certain offences
The Bharatiya Nyaya Sanhita 2023	Sections Specific to The Bharatiya Nyaya Sanhita 2023	Punishments
The Bharatiya Nyaya Sanhita 2023	Sections Specific to The Bharatiya Nyaya Sanhita 2023	General Exceptions
The Bharatiya Nyaya Sanhita 2023	Sections Specific to The Bharatiya Nyaya Sanhita 2023	Abetment Criminal Conspiracy and Attempt
The Bharatiya Nyaya Sanhita 2023	Sections Specific to The Bharatiya Nyaya Sanhita 2023	Offences Against Woman and Child
The Bharatiya Nyaya Sanhita 2023	Sections Specific to The Bharatiya Nyaya Sanhita 2023	Offences Affecting the Human Body
The Bharatiya Nyaya Sanhita 2023	Sections Specific to The Bharatiya Nyaya Sanhita 2023	Offences Against the State
The Bharatiya Nyaya Sanhita 2023	Sections Specific to The Bharatiya Nyaya Sanhita 2023	Offences Relating to Elections
The Bharatiya Nyaya Sanhita 2023	Sections Specific to The Bharatiya Nyaya Sanhita 2023	Contempt of The Lawful Authority of Public Servants
The Bharatiya Nyaya Sanhita 2023	Sections Specific to The Bharatiya Nyaya Sanhita 2023	False Evidence and offences Against Public Justice

The Bharatiya Nyaya Sanhita 2023	Sections Specific to The Bharatiya Nyaya Sanhita 2023	Offences Affecting the Public Health Safety
Bharatiya Sakshya Adhinyam 2023	Sections Specific to Bharatiya Sakshya Adhinyam 2023	Closely connected facts
Bharatiya Sakshya Adhinyam 2023	Sections Specific to Bharatiya Sakshya Adhinyam 2023	Admissions
Bharatiya Sakshya Adhinyam 2023	Sections Specific to Bharatiya Sakshya Adhinyam 2023	Opinions of third persons when relevant
Bharatiya Sakshya Adhinyam 2023	Sections Specific to Bharatiya Sakshya Adhinyam 2023	Character when relevant
Bharatiya Sakshya Adhinyam 2023	Sections Specific to Bharatiya Sakshya Adhinyam 2023	Facts Which Need Not Be Proved
Bharatiya Sakshya Adhinyam 2023	Sections Specific to Bharatiya Sakshya Adhinyam 2023	Documentary Evidence
Bharatiya Sakshya Adhinyam 2023	Sections Specific to Bharatiya Sakshya Adhinyam 2023	Presumptions as to Documents
Bharatiya Sakshya Adhinyam 2023	Sections Specific to Bharatiya Sakshya Adhinyam 2023	The Exclusion of Oral Evidence by Documentary Evidence
Bharatiya Sakshya Adhinyam 2023	Sections Specific to Bharatiya Sakshya Adhinyam 2023	Production and Effect of Evidence

POSTNAME- PROGRAMMER (TECHNICAL SYLLABUS)

1. Programming Languages

Proficiency in Python, Java, or C#

Web Development: HTML, CSS, JavaScript

Backend Development: PHP, Node.js, or Java Spring

2. Database & Data Handling

SQL and PL/SQL

Database Design and Normalization

CRUD Operations and Stored Procedures

Integration with Web Applications

3. Software Engineering & Development Practices

SDLC Models (Agile, Waterfall)

Version Control (Git/GitHub)

Testing and Debugging Techniques

Documentation and Code Standards

4. Security & Compliance

Secure Coding Practices

Authentication and Authorization

Data Protection Guidelines (IT Act, 2000)

OWASP Top 10 Vulnerabilities

POSTNAME- SYSTEM ANALYST (TECHNICAL SYLLABUS)

1. System Development Life Cycle (SDLC)

Phases: Requirement Gathering, Analysis, Design, Implementation, Testing, Maintenance

Feasibility Study and Cost-Benefit Analysis

Use Case Diagrams and Data Flow Diagrams (DFD)

UML and System Modeling Tools

2. Requirement Analysis & Documentation

Functional and Non-functional Requirements

SRS (Software Requirement Specification) Preparation

Stakeholder Communication and Gap Analysis

Business Process Reengineering (BPR)

3. Database & Information Systems

Database Design and ER Diagrams

SQL and Data Querying

MIS (Management Information Systems)

4. IT Infrastructure & System Integration

Understanding of Hardware, Networks, and Software Platforms

System Interoperability and API Integration

Cloud-based Systems

5. Project Management & Governance

Project Planning and Scheduling

Agile and Waterfall Methodologies

Risk Management and Quality Assurance

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NAGPUR MUNICIPAL CORPORATION