

## UPSC EPFO Books

UPSC EPFO stands for Union Public Service Commission Employee Provident Fund Organization. It is an exam conducted by the Union Public Service Commission for the recruitment of an Enforcement Officer/Accounts Officer in EPFO. Candidates preparing for the exam can greatly benefit from utilizing UPSC EPFO Books, as they are an important resource. They provide a holistic understanding of the syllabus, help candidates develop a strong conceptual foundation, and provide ample practice material to improve their preparation level.

A thorough comprehension of the basic ideas and principles pertaining to various topics is provided in the UPSC EPFO Books. They provide concise and straightforward explanations of the subjects, which makes it simple for candidates to comprehend and remember the information.

## UPSC EPFO Books 2023

UPSC EPFO exam is conducted by the UPSC to select eligible candidates for the post of EO/AO in the Employees Provident Fund Organisation, which comes under the Ministry of Labour and Employment, Government of India. The UPSC EPFO Books are important for candidates preparing for the exam, as they provide a comprehensive and structured way of studying the various topics covered in the exam syllabus.

UPSC EPFO Books provide comprehensive coverage of the topics, along with detailed explanations of the concepts, practice questions, and time management strategies. They also provide practice questions and previous years' question papers to help candidates test their knowledge and prepare for the exam effectively. Therefore, selecting the right UPSC EPFO Books is crucial for candidates to crack the exam and get selected for the post of EO/AO in EPFO.

## Subject wise UPSC EPFO Books

Below is a comprehensive list of UPSC EPFO Books that can assist candidates in acing the exam by covering every topic under the syllabus and providing ample sample questions for practice

Subject	Author/Publication
General English	Objective General English by SP Bakshi
	Word Power Made Easy By Norman Lewis
	Intermediate English Grammar” by Raymond Murphy

Indian Freedom Struggle	Indian Art & Culture by Nitin Singhania India's Struggle for Independence by Bipan Chandra. A Brief History of Modern India - Spectrum Modern Indian History - Bipin Chandra (NCERT XII)
Indian Polity	Indian Polity by M. Lakshmikanth Indian Polity by NCERT (Class IX to XII)
Indian Economy	Indian Economy by Ramesh Singh Indian Economy" by Mishra and Puri Budget Document
General Accounting Principles	Double Entry Bookkeeping - TS Grewal Introduction to Accountancy by S. Chand Analysis of Financial Statement - TS Grewal
Industrial Relations and Labour Laws	Industrial Relations and Labour Laws by Piyali Ghosh Ministry of Labour Employment website
General Science	NCERT Books (VI to XII) Encyclopedia for General Science by Arihant Publication
Knowledge of Computer Application	Handbook for Computer Science and IT by Arihant Publication NCERT Books (XI to XII) Computer Awareness by Arihant Publication
Social Security	Social Security in India by Ravi Prajash Yadav EPFO Websites
Mental Ability and Quantitative Aptitude	Verbal and Non-Verbal reasoning by R.S. Agarwal Tata McGraw Hill CSAT manual

Quantitative Aptitude by Abhjit Guha

Quantitative Aptitude by Dr. R.S. Aggarwal

## Preparation Tips for UPSC EPFO 2023

Preparing for the UPSC EPFO exam requires a systematic and disciplined approach. Here are some tips to help you prepare effectively using UPSC EPFO Books:

- **Understand the exam pattern and syllabus:** It is essential to have a clear understanding of the exam pattern and syllabus before starting your preparation. This will help you identify the important topics and prioritize your preparation accordingly.
- **Choose the right books:** Selecting the right books is crucial for effective preparation. Choose books that cover the entire syllabus, have reliable content, and are written by renowned authors.
- **Make a study plan:** A well-structured study plan will help you cover the entire syllabus and revise it effectively. Allocate sufficient time for each subject and topic, and ensure that you have enough time for revision.
- **Read and comprehend thoroughly:** Read each chapter and topic thoroughly to gain a clear understanding of the concepts. Comprehend the content by taking notes and highlighting the important points.
- **Practice with solved papers and mock tests:** Practicing with solved papers and mock tests is essential for understanding the exam pattern, the type of questions asked, and the time management required for the exam.
- **Focus on weak areas:** Identify your weak areas and focus on them by practising more and revising the topics regularly.
- **Stay updated with current affairs:** By reading newspapers, periodicals, and online resources, you may remain updated on current events. This will help you answer the current affairs-related questions asked in the exam.
- **Revise regularly:** Revision is crucial for retaining the concepts and topics. Allocate sufficient time for revision and regularly revise to ensure that you remember the concepts effectively.

## Benefits of using UPSC EPFO Books for Preparation

UPSC EPFO Books are essential for candidates preparing for the UPSC EPFO exam as they provide a comprehensive understanding of the topics covered in the exam. These books cover a wide range of topics, including Indian polity, Economics, General Studies, and specific topics related to the UPSC EPFO exam. Some of the key benefits of using UPSC EPFO Books for preparation include:

- **In-depth coverage of topics:** These books provide an in-depth understanding of the topics covered in the exam, helping candidates to gain a comprehensive understanding of the subject matter.

- **Clarity of concepts:** These books are written in a simple and easy-to-understand language, making it easier for candidates to grasp the concepts and understand the subject matter.
- **Relevant content:** These books are designed keeping in mind the specific requirements of the UPSC EPFO exam, ensuring that the content is relevant and useful for candidates preparing for the exam.
- **Practice questions:** Many of these books also contain practice questions, sample papers, and previous year's question papers that help candidates to practice and assess their preparation level.

UPSC EPFO Books play a crucial role in preparation for the UPSC EPFO exam. They provide comprehensive coverage of the syllabus, clarity of concepts, practice questions, and time management strategies and serve as a valuable resource for revision. Candidates can use these books to gain the necessary knowledge and skills required to crack the exam. Therefore, UPSC EPFO Books are an essential tool for candidates preparing for the UPSC EPFO exam.

In addition to the EPFO exam, the Union Public Service Commission also administers the esteemed IAS Exam. Interested candidates can refer to the linked article to gather relevant information on the administrative officer exam. For the latest updates on various government exams, study materials, and preparation tips, BYJU'S can be a reliable source. With these resources, aspiring candidates can hope to succeed in the UPSC EPFO exam as well as other Government exams.