

No.1/1/Rectt. – 2025

Dated: 13.05.2025

NOTICE

Sub: Recruitment of Junior Secretariat Assistant (Gen/F&A/S&P)
 Advt.No.02/2025.

Attention is invited to all the candidates who have been shortlisted for the Competitive Written Examination for the post codes JSA01, JSA02 & JSA03 which was notified vide Notice dated 02.05.2025 and it is hereby informed that the Competitive Written Examination has been scheduled on 25.05.2025 at Hyderabad Centers only. The details of the Competitive Written Examination are as under:

Competitive Written Examination	Date : 25.05.2025
	Time : 9.30 A.M. to 12.30 P.M.
	(Paper-I - 9.30 A.M. to 11.00 A.M.)
	(Paper-II - 11.30 A.M. to 12.30 P.M.)

Candidates are requested to download their Admit Cards from CSIR-IICT Website from 16.05.2025 and onwards.

Further, candidates are requested to take a print out of the Admit cards and read the instructions given in the Admit Card carefully. The candidates should bring the same to the Examination Centre along with their Identity Proof such as PAN Card / Passport / Permanent Driving License Card / Aadhar Card.

The Candidates may please note that without Admit Card they will not be allowed to appear for the Examination.

Syllabus for the Competitive Written Examination is provided at **Annexure-I** for the information of the candidates.

The candidates are requested to visit CSIR-IICT website regularly for any further updates and keep their registered e-mail I.D. active.


 (C.M. Tudu)
 Administrative Officer

Copy to:

1. Head, Computer Centre – with a request to host the above on CSIR-IICT website
2. File concerned

Annexure -I

Syllabus for the post of Junior Secretariat Assistant [Gen./F&A/S&P] :

For these posts, there will be two papers (Paper – I and Paper -II). The Second paper will be evaluated only for those candidates who secure the minimum threshold marks (to be determined by the Selection Committee) in the first paper. The Final merit list will be prepared on the basis of marks obtained by the candidates in Paper-II.

Mode of Examination	OMR Based or Computer Based Objective Type Multiple Choice Examination.
Medium of Questions	The questions will be set both in English and Hindi except the questions on English Language.
Standard of exam	Class XII
Total No. of Questions	200
Total Time Allotted	2 hours 30 minutes

Paper –I (Time Allotted – 90 minutes)

Subject	No. of questions	Maximum Marks	Negative Marks
Mental Ability Test*	100	200 (two marks for every correct answer)	<u>There will be no negative marks in this paper.</u>

* Mental Ability Test will be so devised so as to include General Intelligence, Quantitative Aptitude, Reasoning Problem Solving, Situational Judgement, etc.

Paper –II (Time Allotted – 1 hour)

Subject	No. of questions	Maximum Marks	Negative Marks
General Awareness	50	150 (three marks for every correct answer)	One negative mark for every wrong answer
English Language	50	150 (three marks for every correct answer)	One negative mark for every wrong answer

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