Advertisement No. IITI/Estt./NT posts-01/October,2021 dated 06-10-2021

Scheme of examination for the post of Junior Superintendent

Subject		Maximum Marks	Time
PAPER-I **(All questions will be objective type with no negative marking)**			
Part-A	**English Language-** Comprehension, Grammar, Sentence correction, One words, Antonyms, Synonyms etc.	20	120 minutes
	Mathematics & Numerical Ability: Arithmetic - upto 10th Standard. Numerical Computation, Numerical Reasoning, Data Reasoning and Data Interpretation.	10	
	General Awareness and Current Affairs: Current Affairs, Government Schemes. Economics, Geography, Indian History, Indian Polity, Indian Constitution	10	
Part-B	**Domain knowledge**	60	
Total marks of written examination		100	120 minutes

Notes:-
1- The written examination is qualifying only and no marks shall be taken into account for final selection or ranking of individual candidate.
2- Only those candidates who score minimum cut off marks in the examination, as may be fixed by the IIT Indore at its discretion, will be called for further stage of selection.

Syllabus for Domain Knowledge (Junior Superintendent)

1-	Fundamental Rules, Supplementary Rules, Pay, TA Rules, LTC Rules, Medical Attendance Rule, CGHS
2-	CCS (Conduct) Rules, 1964; CCS (CCA) Rules, 1965
3-	GFR 2017, Procurement of Goods & Services, General System of Financial Management, Role of DDOs,PMFS, Income Tax
4-	Office Procedure, Parliamentary Procedures, Record Management, Public Administration
5-	CCS (Pension) Rules, NPS
6-	Constitution of India; RTI Act, 2005; Grievance handling etc.
7-	Institutes of Technology Act 1961, Statute and Ordinances under it, Role and Functions of Board, Finance Committee, Building and Works Committee, Senate and IIT Council
8-	Procedures of Academic Governance, matters related to academic and student affairs, examination, admissions, assessment, evaluation; Research & Development; International Relations; Alumni & Corporate relations etc.
9-	National Education Policy, Higher Education System in India, Regulatory Bodies in Higher Education