



Indian Institute of Technology Bhubaneswar
Samantapuri, Bhubaneswar-751 013
Website: www.iitbbs.ac.in

Direct Recruitment to the Post of Assistant Registrar

Scheme of Examination

Subject		Maximum Marks	Time
PAPER-1	All Questions are Objective Type and carry one mark each without any negative marking for wrong answer	30	30 Minutes
Part-A	# General Knowledge # English Language – Comprehension, Grammar, Synonyms and Antonyms, Sentence Correction etc.	20	
Part-B	Behavioral, Attitudinal, and Psychometric Test.	10	
	Total (Total Number of Questions-30)	30	
PAPER-II	Domain Knowledge (Objective type-90 Questions)	90	90 minutes
	TOTAL MARKS:	120	120 minutes
	Written Examination is qualifying only		
	INTERVIEW		

Note:- (1) Only those candidates who score minimum cut off marks in the examination (Paper - I and II), as may be fixed by the IIT Bhubaneswar (IITBBS) at its discretion, will be called for interview.

Note:- (2) IITBBS may fix separate minimum cut off marks for Paper I and II. Written Examination shall be Qualifying only and no mark shall be taken into account for final selection or ranking of individual candidate.

Note: (3) : Number of Posts: 01 (UR) and 01 (OBC) = 01. IITBBS would prescribe separate cut off for Unreserved and Reserved Vacancies.

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SYLLABUS FOR DOMAIN KNOWLEDGE

PAPER-II (Domain Knowledge)		Number of Questions
A	Fundamental Rules (FRs) and Supplementary Rules (SRs) - Definitions; General conditions of service; - Pay and addition to pay; Confirmation of appointment; - Dismissal, removal and suspension; -Foreign Service; Deputation, Lien; TA Rules; LTC Rules; Leave Rules; Medical Attendance Rule & CGHS	20
B	CCS (Conduct) Rules, 1964; CCS (CCA) Rules 1965	10
C	General Financial Rules (GFRs)- 2005, DFPR-1978; - General System of Financial Management; - Budget formulation - Role of DDOs; Income Tax , Wealth Tax, Service Tax Rules -Procurement of Goods & Services; - Contract Management Common format of Accounts for Central Autonomous Bodies; Audit of Autonomous Bodies; C&AG etc	20
D	Office Procedure; Parliamentary Procedures; Record Management; Public Administration	10
E	RTI Act 2005; CCS (Pension) Rules; New Pension Scheme	10
E	Academic Administration with Special reference to IITs Institutes 'of Technology Act 1961; Statute and Ordinances under IT Act 1961; Role and Functions of Board, Finance Committee, Building and Works Committee; Senate and IIT Council. CGPA /SGPA; National Policy on Education; Higher Education System in India; Regulatory Bodies in Higher Education and Educational Statistics	20
Total Number of Questions		90

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