INDIAN INSTITUTE OF TECHNOLOGY ROORKEE

1.	Reference	**Advt. No. IITR/Rect Cell/2025/2 dated 27-02-2025**
2.	**Name of Post**	**Junior Superintendent (Group B)**
3.	**Mode of Recruitment**	**Direct Recruitment**

Tier-I Examination (50 marks)

1. *The 2 hours Optical Response Sheet (ORS) based examination will comprise of multiple-choice questions with one correct answer.*
2. *One (1) mark will be awarded for each correct answer and minus one by three $\left(-\frac{1}{3}\right)$ mark for each incorrect answer.*
3. *The unanswered questions will not attract negative marks.*
4. *Question paper will have two sections namely General Section and Post Related Section.*

General Section (25 Marks)

- **English Language and Comprehension:** English Grammar, Sentence Correction and Completion, Paragraph Summary, Reading Comprehension & Inferences, Verbal Analogies & Critical Reasoning

- **Mathematics & Numerical Ability:** General Mathematics - upto 10th Standard. Numerical Computation, Numerical Reasoning, Data Reasoning and Data Interpretation

- **General Awareness and Current Affairs:** Current Affairs, Government Schemes, Economics, Geography, Indian History, Indian Polity, Indian Constitution – upto 10th Standard

- **Logical Reasoning:** Number/Alphabet Series, Reasoning Analogies, Relations

- **Computer Proficiency:** Knowledge of MS Windows and MS Office, Internet, and email system

Post Related Section (25 Marks)

Service Rules and Service Matters, RTI, Accounts, Leave Rules, TA & LTC, General Financial Rules (Govt. of India), Pay Fixation, Income Tax, NPS, Pension, GST, Store & Purchase Rules, Office Automation

Tier-II Examination (only for shortlisted candidates) (50 marks)

Job Oriented Test

The 75 minutes Computer Based Test will comprise of the following:

- Typing skill test (Hindi and English) to test typing efficiency and quality.
- Skill test related to MS Office.
- Comprehension and note sheet writing (Hindi or English) for testing drafting and writing skill.

Note: For Hindi typing Remington & Inscript keyboard layouts will be available. Arial Unicode font **OR** Mangal Unicode font is to be used.

Keyboard layout can be downloaded from Institute website https://www.iitr.ac.in/hindicell