IMPORTANT INSTRUCTIONS TO THE 91 SHORTLISTED CANDIDATES FOR COMPUTER BASED OBJECTIVE TYPE MULTIPLE CHOICE EXAMINATION TO BE CONDUCTED ON 29.10.2022 AT JAMMU

1. This Admit Card for the Written Examination does not, in any way, guarantee the selection for the post applied for. Candidates are advised to read carefully the eligibility criteria as mentioned in the advertisement and they should appear in the Written Examination only after ensuring their eligibility on the closing date of the receipt of the applications. Candidates should note that their admission to all stages of examination will be purely **provisional** and subject to satisfying the prescribed eligibility criteria. On further scrutiny, if any claim made in the application is not found substantiated, the candidature will be cancelled.

2. All outstation candidates are advised to make their travel arrangements in advance and should ensure that they reach Jammu by 28.10.2022 positively.

3. Detail of Written Examination for the posts of Junior Secretariat Assistant will be as under :

Mode of Examination	Computer based online Objective Type Multiple Choice Examination.
Medium of Questions	The questions will be set in both English and Hindi except the questions in English Language.
Standard of Examination	Class XII
Total No. of Questions	200
Total Time allotted	02 Hrs 30 min.

Paper-I (Time allotted — 90 minutes)

Subject	**No. of Questions**	**Maximum Marks**	**Negative Marks**
Mental Ability Test*	100	200 (2 marks for every correct answer).	There will be no negative marks in this paper.

*Mental Ability Test consisting of General Intelligence, Quantitative Aptitude, Reasoning, Problem Solving, Situational Judgment, etc.

The Paper II will be evaluated only for those candidates who secure the minimum threshold marks (to be determined by the Selection Committee) in Paper I.

Paper-II (Time allotted — 01 hour)

Subject	**No. of Questions**	**Maximum Marks**	**Negative Marks**
General Awareness	50	150 (3 marks for every correct answer).	One negative mark for every wrong answer.
English Language	50	150 (3 marks for every correct answer).	One negative mark for every wrong answer.

4. Candidates must bring the admit card, affixing his/her self attested latest coloured photograph at the specified place, for Written Examination otherwise they will not be allowed to appear in the Written Examination. As far as possible, please affix the same photograph, that was pasted on the application form. Do not staple the photograph.

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5. Alongwith the Admit Card candidates are also required to bring **their original as well as a self-attested photocopy** of their Photo ID proof e.g. Driving License, Voter ID Card, Adhaar Card, PAN Card, Passport, State/Central Government issued ID card etc.

6. Candidates must bring their Admit Card in the Written Examination Venue, failing which they will not be permitted to enter the venue of the Written Examination.

7. ***The password of the candidates for Login would be the date of birth of the candidates in the format-*****YYYYMMDD**.

8. Schedule for Written Examination.

SHIFT-I (Post Codes JSA-01, JSA-02, JSA-03 & JSA-06)				
Reporting Time	**Gate Closure Time**	**Exam Time**	**Exam End Time**	**Duration**
8.00 A.M.	8.45 A.M.	9.00 A.M.	11.30 A.M.	150 minutes Paper-I - 90 Minutes Paper-II - 60 Minutes

SHIFT-II (Post Codes JSA-04 & JSA-05)				
Reporting Time	**Gate Closure Time**	**Exam Time**	**Exam End Time**	**Duration**
12.30 P.M.	12.45 P.M.	1.00 P.M.	3.30 P.M.	150 minutes Paper-I - 90 Minutes Paper-II - 60 Minutes

9. Travelling charges shall be borne by the candidates themselves. No TA will be paid/ reimbursed to the candidates by CSIR-IIIM, Jammu.

10. Candidates are advised in their own interest not to bring any instruments of communication like mobile phone, electronic gadgets etc to the examination venue. Items like bag, note books etc are also not allowed inside the examination hall. Candidates themselves will be responsible for the safety of any items brought by them to the examination centre.

11. In case of any anomaly in the Admit Card please intimate the office immediately.

12. No candidate shall be permitted to leave the venue before the completion of the Written Examination.

13. Candidates are required to follow the instructions issued by the Testing Agency at the Written Examination venue. In case any candidate is found disobeying the instructions and involved in any inappropriate conduct/behaviors he/she will be debarred from appearing in the Written Examination.

14. Candidates are required to appear for the Written Examination on scheduled date and time, failing which the candidate will be treated as absent and no further attempt for Written Examination shall be given under any circumstance.

15. In future all important information regarding recruitment will be available in the Official Website of the Institute: www.iiim.res.in As such candidates are advised to check the website regularly.

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