

सीएसआईआर-भारतीय पेट्रोलियम संस्थान/CSIR-Indian Institute of Petroleum
(वैज्ञानिक तथा औद्योगिक अनुसन्धान परिषद्/Council of Scientific & Industrial Research)
पोस्ट-आईआईपी, मोहकमपुर, देहरादून-248005, उत्तराखंड (भारत)
P.O. IIP, Mohkampur, Dehradun-248005, Uttarakhand (INDIA)

Advt. No. 01/2023: Notification

सं./No.Rectt/Admin Posts/2021-Pers

दिनांक/Dated: 25.07.2023

विषय : विज्ञापन संख्या 01/2023 के अंतर्गत ओएमआर आधारित वस्तुनिष्ठ प्रकार बहुविकल्पीय लिखित परीक्षा के संबंध में निर्देश

Sub : Instructions regarding Conduct of OMR based Objective Type multiple choice Written Test as per Advt. No.01/2023

इस संस्थान की दिनांक 13 जुलाई, 2023 की समसंख्यक अधिसूचना, जिसमें टाइपिंग टेस्ट तथा आशुलिपिक कौशल परीक्षा के परिणाम को अधिसूचित किया गया था, को जारी रखते हुए सभी संबद्ध को यह सूचित किया जाता है कि कनिष्ठ सचिवालय सहायक (जनरल/एफ&ए/एस&पी) और कनिष्ठ आशुलिपिक की भर्ती के लिए लिखित परीक्षा 27 अगस्त, 2023 (रविवार) को सीएसआईआर-भारतीय पेट्रोलियम संस्थान, देहरादून में आयोजित की जाएगी। लिखित परीक्षा में उपस्थित होने के लिए उम्मीदवारों को उनके आवेदन में उल्लिखित पत्राचार के पते और ई-मेल पते पर पंजीकृत डाक और ईमेल द्वारा प्रवेश पत्र जारी किए जाएंगे। लिखित परीक्षा का स्थान, दिनांक और समय निम्नानुसार है :

In continuation of this Institute's Notifications of even number dated 13th July, 2023 wherein results of the Typing Test and Proficiency Test Stenography were notified, it is for information of all concerned that OMR based objective type multiple choice written examination for recruitment of Junior Secretariat Assistant (Gen/F&A/S&P) and Jr. Stenographer will be conducted on 27th August, 2023 (Sunday) at CSIR-Indian Institute of Petroleum, Dehradun and Admit Cards will be issued to the candidates for appearing in the Written Test by Registered Post & Email on the Correspondence Addresses and E-mail addresses mentioned in their applications. The Venue, Date & Time of the Written Test for JSA post and Jr. Stenographer Posts is as under:

स्थान/Venue	डॉ बी आर अंबेडकर ट्रेनिंग सेंटर, सीएसआईआर-भारतीय पेट्रोलियम संस्थान, डाकघर - आईआईपी, मोहकमपुर, हरिद्वार मार्ग, देहरादून, उत्तराखंड - 248005 Dr B R Ambedkar Training Centre, CSIR-Indian institute of Petroleum, P.O. IIP, Mohkampur, Haridwar Road, Dehradun, Uttarakhand-248005
लिखित परीक्षा की तिथि Date of Written Examination	27 th August, 2023 (Sunday)
रिपोर्टिंग समय/Reporting Time	8:15 AM (no candidate would be allowed to enter the examination centre after 9:00 AM)
लिखित परीक्षा समय/Written Exam Time	10:30 AM

The Syllabus of the written examination that has already been given in the Advt. No. 01/2023 is as under:

SYLLABUS OF OMR BASED OBJECTIVE TYPE MULTIPLE CHOICE WRITTEN EXAMINATION FOR JUNIOR SECRETARIAT ASSISTANT (JSA) POSTS

There will be two papers (Paper-I & 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 Paper-I.

Mode of Examination	OMR 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

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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)	There will be no negative marks in this paper.

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

*The final merit list will be prepared only on the basis of the marks obtained by the candidates in Paper-II.

SYLLABUS OF OMR BASED OBJECTIVE TYPE MULTIPLE CHOICE WRITTEN EXAMINATION FOR JUNIOR STENOGRAPHER POSTS

Mode of Examination	OMR 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

Competitive Written Examination will consist of only one paper with three parts as detailed below:

Subject	No. of questions	Maximum Marks	Negative marks
General Intelligence & Reasoning	50	50	0.25 marks is deducted for every wrong answer
General Awareness	50	50	0.25 marks is deducted for every wrong answer
English language & comprehension	100	100	0.25 marks is deducted for every wrong answer

The merit list will be prepared on the basis of marks obtained by the candidates in Written Examination

TIE CASES:

Wherever two or more candidates have secured equal aggregated marks, the tie will be resolved in accordance with the order of precedence given below (ascending order), till tie is resolved:

- Candidate with lesser negative marks, if applicable, in the papers (which have been considered for preparation of merit) of Written Test, placed higher
- Date of Birth, with older candidate placed higher,
- Candidate acquiring essential degree/qualification earlier placed higher
- Alphabetical order in which first names of the candidate appear.

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यह भी सूचित किया जाता है कि यदि किसी उम्मीदवार को उपर्युक्तानुसार निर्धारित तिथि, समय और स्थान पर लिखित परीक्षा में उपस्थित होने संबंधी प्रवेश पत्र प्राप्त नहीं होता है, तो ऐसी स्थिति में वे, हमें recruitment@iip.res.in पर ईमेल द्वारा प्रवेश पत्र जारी करने हेतु अनुरोध कर सकते हैं।

It is further informed that in case any candidate does not receive Admit Card for appearing in the Written Test on the above scheduled date, time and venue, he/she is hereby advised to send his/her request for issue of the Call Letters & Admit Cards by E-mail at our email address recruitment@iip.res.in.

अन्य शहरों से आने वाले उम्मीदवारों को यह भी सलाह दी जाती है कि वे एक दिन पहले समय पर देहरादून पहुंचें और देहरादून में रहने की अपनी व्यवस्था स्वयं करें।

The outstation candidates are also advised to reach Dehradun well in time preferable one day before and make their own arrangement of stay in Dehradun.

31/5/25
(अंजुम शर्मा)

वरिष्ठ प्रशासन नियंत्रक

प्रतिलिपि:-

1. प्रमुख आईटी - संस्थान के वेबसाइट में अपलोड करने हेतु
2. संस्थान के सभी सूचना पट्ट