



ভারতীয় বিজ্ঞান শিক্ষা ও গবেষণা প্রতিষ্ঠান কলকাতা
भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान कोलकाता
INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH KOLKATA
Mohanpur- 741 246, Dist. Nadia, West Bengal

NOTICE

SELECTION PROCESS FOR THE POST OF **ASSISTANT REGISTRAR** (03 NOS.)

[Posts: **02 Nos.**, Ref. Advt. No. IISER-K/Rectt. NT-01/2018/Admn., Dated 25.05.2018,
Posts: **01 No.**, Ref. Advt. No. IISER-K/Rectt. NT-02/2019/Admn. Dated 22.08.2019]

The list of candidates (placed at Annexure-I) have been provisionally shortlisted with the following criteria of the advertisement:

All candidates having the essential qualifications **Masters' degree in any discipline with at least 55% marks or its equivalent Grade 'B' in the UGC 7-point scale from a recognized University / Institute** has been considered.

The Selection Process for the post of Assistant Registrar is stated below:

- 1) The eligible candidates (placed at **Annexure-I**) are called for Written Test based on **Objective Multiple Choice Questions**. The Written Test will be qualifying in nature. The Syllabus is given at Annexure-II.
- 2) In a ratio of **1:8** vacant position to candidates will be further shortlisted from the Written Test. At the point of 1:8, if there is a tie, this 1:8 ratio may change to 1:8+. The shortlisted candidates will appear for Interview.
- 3) The final selection of candidates will be based on the following Score Reports (out of 100 marks):

Written Test	50 marks
Interview	50 marks

[In case of a tie, the marks obtained in the 'Written Test' will be considered for the selection.]
- 4) The schedule of Written Test is mentioned below –

Date of the Written Test	:	06-03-2022, Sunday
Reporting Venue	:	APC RAY LECTURE HALL COMPLEX IISER KOLKATA MAIN CAMPUS MOHANPUR, NADIA PIN- 741246
Reporting Time	:	10.00 AM
Time of Written Test	:	11.00 AM to 12:30 Noon

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- 5) **Admit Cards are issued through email for the written test.** The candidates should bring the Admit Card and the relevant documents as mentioned in the Admit Card.

Applicants who have not been shortlisted may submit a representation, if any, along with supporting documents to jobs@iiserkol.ac.in within **18.02.2022** only in case they are fulfilling the above set criteria. Representation received after 18.02.2022 will not be considered and stands cancelled.

Date: **11-02-2022**

The Chairman
Selection Committee, IISER Kolkata