



INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, DESIGN
AND MANUFACTURING, KURNOOL

RECRUITMENT OF ASSISTANT REGISTRAR

(Advt. No. IIITDM/Advt./2019-20/7, dated 22.11.2019)

PROVISIONAL LIST OF SHORTLISTED CANDIDATES
APPLICATION NUMBERS

1901AR0004	1901AR0045	1901AR0086	1901AR0113
1901AR0005	1901AR0053	1901AR0087	1901AR0115
1901AR0007	1901AR0057	1901AR0088	1901AR0117
1901AR0008	1901AR0060	1901AR0089	1901AR0119
1901AR0009/0035	1901AR0061	1901AR0090	1901AR0122
1901AR0010	1901AR0062	1901AR0091	1901AR0124
1901AR0011	1901AR0063	1901AR0092	1901AR0125
1901AR0012	1901AR0064	1901AR0093	1901AR0126
1901AR0014	1901AR0065	1901AR0097	1901AR0127
1901AR0018	1901AR0067	1901AR0098	1901AR0129
1901AR0019	1901AR0068	1901AR0100	1901AR0130
1901AR0023	1901AR0069	1901AR0101	1901AR0131
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1901AR0034	1901AR0080	1901AR0108	1901AR0138
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SCHEDULE FOR REPORTING, VERIFICATION & WRITTEN TEST

Level of Exam	Date, Day and Time	Remarks
Level 1	21 st March 2020 (Saturday) 08:00 AM	Reporting and Occupying the Allotted Room
	21 st March 2020 (Saturday) 09.00 AM to 11.00 AM	Written Test
Level 2	22 nd March 2020 (Sunday) 07.30 AM	Reporting and Occupying the Allotted Room for only candidates shortlisted in Level-1 Written Test
	22 nd March 2020 (Sunday) 08.00 AM to 10.00 AM	Level 2 Written Test only for candidates short listed in Level-1
	22 nd March 2020 (Sunday) 10:30 AM on wards	Verification of Original Certificates along with Identity Proof
Level 3	22 nd March 2020 (Sunday) 02:30 PM on wards	Interview only for candidates short listed in Level 2

Scheme of Examination

Levels of Exams:

Level 1:

All the shortlisted candidates shall be called for the skill/Aptitude Test carrying maximum of 100 Marks (Objective type). Maximum duration of exam is 2 hours.

Level 2: (only for candidates shortlisted in level 1 Test)

It is the subject knowledge/Aptitude Test designed to test the candidate's suitability in the concerned areas like supervising the various activities on campus preferably Administrative, Academic and Estate. The questions will be objective/descriptive type carrying maximum of 100 marks. Maximum duration of exam is 2 hours.

Level 3: (Only for candidates short listed in Level 2 Test)

Personal Interview

Note:

Success in the examination confers no right on the candidate for appointment.

Syllabus of Examination

Level 1:

Aptitude: Averages, Number Systems, Profit and Loss, Time and Work, Problems on Trains, Compound Interest, Decimal Fractions, Calendar, Area, Problems on Numbers, Square Root and Cube Root, Boats and Streams, Probability, Interest, Percentage, Ratio, Time and Distance, Problems on Ages, Partnership, Clock, Simplifications, Volume and Surface, Problems on H.C.F And L.C.M, Logarithm, Chain Rule, Pipes and Cistern, Odd Man Out and Series, Height and Distance.

Reasoning: Number Series Compilation, Missing Number Finding, Continuous Pattern Series, Direction Sense Test, Puzzle, Verbal Classification, Matching Definitions, Logical Deduction, Series Compilations, Classification, Missing Character Finding, Odd Man Out, Blood Relations, Analogy, Coding And Decoding, Truth Verification of The Statement, Syllogisms, Analogies, Verbal Reasoning, Statement And Conclusions, Letter And Symbol Series, Logical Problems, Logical Sequence Of Words, Arithmetic Reasoning, Data Sufficiency and Numerical Ability.

General English: Antonyms, Synonyms, Spelling Check, Change of Voice, Spotting Errors, Sentence Improvement, One Word Substitute, Selecting Words, Sentence Corrections, Idioms and Phrases, Communication Skills, Common Error Detection, Sentence Compilation, Ordering of Words, Ordering of Sentences, Verbal Analogies, Sentence Formation, Completing Statements, Change of Speech.

Data Interpretation: Pie Chart, Bar Chart, Line Chart, Table Chart and their interpretations.

General Knowledge: Indian History, Indian Economy, Indian Culture, Environmental Science, Awards And Honors, Famous Places In India, World Organization, Sports, Books And Authors, Famous Personalities, Days And Years, World Geography, Basic General Knowledge, Physics, Biology, Indian Politics, Indian Geography, General Science, Chemistry, Technology, Inventions, Current Affairs.

Computer Fundamentals: Components of computer, Input and output devices, Operating Systems, Word processing software, data representations and conversions.

Level 2:

- Fundamental Rules, Service Rules, General Finance Rules, Right to Information Act.
- Rules and Regulations of IIITs including IIIT Act & Statutes, MHRD and Autonomous Bodies
- CCS (Leave) rules, Conduct rules, CPF, EPF, GPF, NPS etc.
- Pay and Allowances
- Reservation & concessions
- Drafting of Agreements, Agenda & Minutes
- Establishment, Public procurement, Finance and Accounts, Academic and Students Affairs, Examinations, Liaison and Public relations etc.

Level 3:

Personal Interview

* All shortlisted candidates will be received communication to their registered e-mail shortly with regard to admit card and other instructions, if any.

* Queries will be answered only through e-mail (recruitment@iiitk.ac.in).
