

भारतीय उष्णदेशीय मौसम विज्ञान संस्थान
INDIAN INSTITUTE OF TROPICAL METEOROLOGY (IITM),
डॉ.होमी भाभा मार्ग, पाषाण पुणे - 411008
Dr. Homi Bhabha Road, Pune- 411008
Advertisement Number: PER/03/2024

SCHEME AND PATTERN OF THE EXAMINATION FOR THE POST OF SCIENTIFIC ADMINISTRATIVE ASSISTANT SCHEDULED TO BE HELD ON- 22-02-2024. AT SANJAY GHODAWAT UNIVERSTIY (SGU), KOLHAPUR.

Candidates who report after 10.00 a.m. will not be permitted to appear for the written examination .

1. The pattern of written examination for the post of **SCIENTIFIC ADMINISTRATIVE ASSISTANT** is as follows:

Mode of Examination	Scheme of Examination	Number of Questions	Marks	Time
Written Examination (Bilingual Hindi & English)	a) General Knowledge, reasoning and current affairs	05	05	30minutes.
	b) Simple Mathematics of Ratio, fractions, proportion	05	05	
	c) Names of meteorological parameter, Instruments, Sensors, operations and limited factors	15	15	
	d) Simple questions to test knowledge in administrative procedures such as instrument packing, courier services handling symbols used in instrument packages etc.	05	05	

Venue of the Examination:-

Sanjay Ghodawat University,
Department of Physics
Kolhapur - Sangli Highway,
A/p Atigre - 416 118,
Tal. - Hatkanangale, Dist. Kolhapur,
Maharashtra, India

Instructions to candidates:-

1. Director, IITM has the discretion to prescribe minimum qualifying marks for written examination, which can be increased or decreased at any stage without assigning any reason thereof.
2. Candidates will have to bring their own pen and pencil. Only papers will be provided by Institute.
3. Bags, phones or any other electronic gadgets will not be allowed in the examination hall.
4. Candidates will not be permitted to leave the examination hall during the examination.

5. The written test result will be declared on the same day and the candidates who qualify the written examination will have to appear for the skill test after the declaration of the results of the written examination. Skill test will be held after the verification of documents/certificate. Non-production of the original certificates during the interview/ joining will also disqualify the candidate.
6. No TA/DA will be paid for attending the skill test/written examination. For SC/ST candidates admissible TA/DA shall be considered as per Government of India orders.
7. The Director, IITM, Pune reserves the right to cancel the written examination/skill test.

Director

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