



भारतीय प्रौद्योगिकी संस्थान भुवनेश्वर
Indian Institute of Technology Bhubaneswar

एफ.सं /F. No. 3-22/2026-Rectt.

दिनांक / Date: 10.06.2026

सूचना /NOTICE

**Sub: Provisionally shortlisted candidates for Written Test for the post of
“Junior Accounts Superintendent at PL-06”**

Ref: Advertisement No. Rectt./01/ Non-Teaching/ 2025, dated 08 December 2025.

This is to notify that the **Written Test** of the provisionally shortlisted candidates at **Annexure-II** for the post of **Junior Accounts Superintendent (UR-01)** will be held as per the following schedule & list:

A. Details of Schedule		
1	Date of Written Test (Objective and Subjective)	24 June 2026 (Wednesday)
2	Objective Test	Reporting Time: 08:30 AM Venue: Room No. 304 School of Mechanical Sciences, Indian Institute of Technology Bhubaneswar, Argul, Khordha, PIN - 752050, Odisha Ph. 0674-7134815
3	Subjective Test (Computer Based)	Reporting Time: 02:00 PM Venue: School of Mechanical Sciences Indian Institute of Technology Bhubaneswar, Argul, Khordha, PIN - 752050, Odisha Ph. 0674-7134815
4	Syllabus and Scheme of Examination	Annexure-I
B. Details of candidates Shortlisted / Not-Shortlisted		
1	List of Provisionally Shortlisted candidates	Annexure - II
2	List of candidates Not-Shortlisted based on screening criteria	Annexure - III

Notes:

- 1) The screening of applications for the post of **Junior Accounts Superintendent (PL-06)** has been done as per the eligibility criteria and terms & conditions mentioned in the advertisement.
- 2) The shortlisted candidates (**Annexure-II**) are required to appear for the Written Test (Objective) as per the above schedule and based on this notification along with a copy of the intimation received through email. No individual hard copy of the call letter shall be sent. Only the candidates qualified in the Written Test (Objective) are eligible to appear for the Subjective Test as per above schedule.
- 3) The list of candidates NOT fulfilling the eligibility requirements are given in **Annexure-III** along with the reasons thereof. Such candidates, if felt eligible as per

above mentioned screening criteria, may submit their representation only on Google Form link <https://forms.gle/FpbmYBiyVFz91ZG2A> by 5 PM of 14 June 2026. No communication beyond the said date & time shall be entertained.

- 4) The candidates are also advised to visit the Institute website (<https://www.iitbbs.ac.in/index.php/home/jobs/>) regularly for any further updates.

Other Instructions to the candidates for appearing in the selection process:

1. Candidates are required to produce a Proof of Identity issued by Govt. **(in original)** such as Aadhaar Card/Passport/Driving License/PAN Card/Voter Card etc. without which the candidates will not be permitted to appear in the Selection Processes. No photocopies of the above documents shall be entertained.
2. Candidates are required to bring **original and a set of photocopies of all the** Educational Certificates, Mark-sheets, testimonials, experience certificates, category certificates (SC/ST/OBC-NCL/PwBD/EWS), if applicable, and any other relevant documents as mentioned in the Application Form. Candidate(s) **will not be allowed to appear for the Written Test** if any discrepancy is noticed at the time of verification of original documents.
3. The experience certificate must be issued in the prescribed format on the organization's official letterhead. It should clearly mention the date of issue, post-wise and pay level wise duration of service, salary/pay scale/pay level, and the name and designation of the issuing authority, along with their signature and official stamp (refer **Appendix-III** of the advertisement). **Production of original experience certificate during document verification is compulsory. The offer letter, promotion order, pay slips etc. shall not be considered as an experience certificate. If a candidate could not produce an experience certificate in the specified format or produce a certificate without having the required details, he/she will not be allowed to attend the Written Test.**

Candidates engaged through outsourcing agencies should note that the experience certificate issued by the outsourcing agency **must be certified by the Principal Employer.**

4. Candidates are requested to bring a 'No Objection Certificate' along with **Vigilance Clearance Certificate** from the employer, in case he/she is employed in a Government, Semi-Government, Autonomous Organization including Public Sector Undertakings etc. and whose application has not been forwarded through proper channel by the employer for this post. In the absence of **No Objection Certificate** and/or any other certificate as mentioned above, **the candidature shall not be considered for further recruitment process.**
5. Candidates claiming age relaxation as Central Govt./Central Autonomous/Central PSU employees with minimum three years of continuous service are required to submit a certificate from their current organization in the prescribed format (see **Appendix-A** below).
6. Candidates must report at **08:30 AM** sharp on the scheduled date at the venue, failing which the candidate will not be allowed to appear for the Written Test.
7. Electronic gadgets such as Bluetooth, mobile phone, laptop, iPad, Smart watch etc. are not allowed in the examination hall. However, candidates are required to bring writing materials such as ball point Pen (blue/black), HB Pencil etc.
8. No TA/DA shall be paid to the candidates for attending the Selection Test. The candidates are advised to make their own arrangement for lodge and boarding to appear in the recruitment process.

**Sd/-
Registrar**

**Scheme of Examination and Syllabus for Written Test for the post of
Junior Accounts Superintendent**

Particulars of Written Test	Maximum Marks	Duration	Syllabus
Objective (MCQ)	100 marks	1 Hour	<ol style="list-style-type: none"> 1. Rules of Finance, Accounts & Audit 2. General Financial Rules (GFR) 3. Works Procedure (Knowledge on CPWD Manual) 4. Knowledge of Taxation (Income Tax & GST), NPS, Salary, LTC, TA/DA & other Statuary provisions of Govt. of India
Subjective (Computer Based Test)	100 marks	2 Hours	<ol style="list-style-type: none"> 5. Preparation of Books of Account. 6. Rules of Establishment & service matters 7. Rules of Stores & Purchase 8. Numerical Aptitude 9. General Awareness & Current Affairs 10. Professional efficiency test on Accounting, Budget, Taxation and Audit 11. Test on software packages including Tally, MS-office like word processing, Excel, PowerPoint etc. 12. Knowledge in English language and Comprehension, which includes communicative & writing skills, skills on different Office procedures.

Note:

1. Only the candidates who qualify in the Objective Test shall be eligible to appear for the Computer Based Subjective Test. The results of the Objective Test will be published on the Institute website.
2. The **minimum qualifying marks** in the objective test is 40. Maximum up to six times of the candidates on the basis of marks obtained in the Objective Test in order of merit shall be called to appear in the Subjective Test.
3. Final selection will be based on performance in both the objective and subjective test.

List of Provisionally **Shortlisted** Candidates for the post of
"Junior Accounts Superintendent"

Sl No.	Application No.	Shortlisted	Remarks
1	NT081225JA00002	Yes	Subject to submission of Experience, NOC, CA Marksheet
2	NT081225JA00003	Yes	
3	NT081225JA00005	Yes	
4	NT081225JA00016	Yes	
5	NT081225JA00021	Yes	
6	NT081225JA00026	Yes	
7	NT081225JA00030	Yes	
8	NT081225JA00039	Yes	Subject to production of latest experience certificate
9	NT081225JA00040	Yes	
10	NT081225JA00043	Yes	
11	NT081225JA00044	Yes	
12	NT081225JA00047	Yes	
13	NT081225JA00048	Yes	
14	NT081225JA00051	Yes	
15	NT081225JA00055	Yes	
16	NT081225JA00062	Yes	
17	NT081225JA00067	Yes	
18	NT081225JA00072	Yes	
19	NT081225JA00077	Yes	Subject to submission of Govt. Experience and NoC
20	NT081225JA00079	Yes	Subject to submission of Experience certificate and NOC from IoP BBSR
21	NT081225JA00081	Yes	
22	NT081225JA00086	Yes	
23	NT081225JA00089	Yes	
24	NT081225JA00093	Yes	
25	NT081225JA00095	Yes	
26	NT081225JA00096	Yes	
27	NT081225JA00109	Yes	
28	NT081225JA00111	Yes	
29	NT081225JA00117	Yes	
30	NT081225JA00118	Yes	
31	NT081225JA00119	Yes	
32	NT081225JA00120	Yes	

Sl No.	Application No.	Shortlisted	Remarks
33	NT081225JA00124	Yes	Subject to clarification regarding experience in the field of accounts and audit works
34	NT081225JA00127	Yes	
35	NT081225JA00136	Yes	
36	NT081225JA00137	Yes	
37	NT081225JA00140	Yes	
38	NT081225JA00146	Yes	
39	NT081225JA00149	Yes	
40	NT081225JA00154	Yes	
41	NT081225JA00157	Yes	
42	NT081225JA00158	Yes	
43	NT081225JA00160	Yes	
44	NT081225JA00161	Yes	
45	NT081225JA00172	Yes	
46	NT081225JA00173	Yes	
47	NT081225JA00174	Yes	
48	NT081225JA00176	Yes	
49	NT081225JA00178	Yes	
50	NT081225JA00184	Yes	
51	NT081225JA00185	Yes	
52	NT081225JA00187	Yes	
53	NT081225JA00188	Yes	
54	NT081225JA00189	Yes	
55	NT081225JA00191	Yes	
56	NT081225JA00192	Yes	Subject to production of experience certificate and NOC
57	NT081225JA00198	Yes	
58	NT081225JA00201	Yes	
59	NT081225JA00203	Yes	
60	NT081225JA00204	Yes	
61	NT081225JA00208	Yes	
62	NT081225JA00209	Yes	

List of **Not-Shortlisted** candidates with reason of rejection for the post of
"Junior Accounts Superintendent"

Sl No.	Application No.	Reasons for Rejection	Remarks
1	NT081225JA00011	OA	
2	NT081225JA00014	NRE	No Govt. experience
3	NT081225JA00022	NE, NEQ	
4	NT081225JA00029	NRE	No Govt. experience
5	NT081225JA00031	NEQ	
6	NT081225JA00061	NARE, NSRD	Details of all educational qualifications and Age proof not provided
7	NT081225JA00063	NARE	
8	NT081225JA00076	OA	
9	NT081225JA00085	NARE	
10	NT081225JA00087	NEQ, OA	
11	NT081225JA00088	NEQ, NRE	
12	NT081225JA00091	NEQ	
13	NT081225JA00094	OA, NEQ	
14	NT081225JA00098	NARE	
15	NT081225JA00101	NRE	
16	NT081225JA00104	NSRD, NRE	
17	NT081225JA00122	NSRD, NRE	
18	NT081225JA00129	NRE	No Govt. experience
19	NT081225JA00130	NSRD, NRE	
20	NT081225JA00131	OA, NE, NEQ	
21	NT081225JA00142	NRE	No Govt. experience
22	NT081225JA00147	OA	Claimed as a regular IIT BBS employee but not provided the experience proof.
23	NT081225JA00148	NRE	
24	NT081225JA00150	NARE	
25	NT081225JA00151	NARE	
26	NT081225JA00152	OA	
27	NT081225JA00155	NEQ	
28	NT081225JA00156	NEQ, NE	
29	NT081225JA00162	NRE	Experience in IIT BBS is not in the field of accounts
30	NT081225JA00163	OA	
31	NT081225JA00164	NE	
32	NT081225JA00168	NARE	

Sl No.	Application No.	Reasons for Rejection	Remarks
33	NT081225JA00170	NRE	Experience in IIT BBS is not in the field of accounts
34	NT081225JA00182	NEQ	
35	NT081225JA00186	NSRD	B.Com details, certificate not provided
36	NT081225JA00194	NSRD	
37	NT081225JA00195	NEQ	
38	NT081225JA00196	-	Duplicate Application
39	NT081225JA00199	OA	
40	NT081225JA00200	NRE	
41	NT081225JA00205	NSRD	Experience for neelachal Ispat is not submitted

Sl. No.	Abbreviation of rejection criteria	
1	NEQ	No Essential Educational Qualification
2	NARE	No Adequate Required Experience
3	NRE	No relevant experience
4	OA	Over Age
5	NSRD	Non-submission of Required Documents
6	NAF	No Application Fees
7	NBRC	Not belongs Required Category
8	NE	No Experience

FORM OF CERTIFICATE TO BE SUBMITTED BY CENTRAL GOVERNMENT /AUTONOMOUS BODIES /PSU EMPLOYEES HOLDING CIVIL POSTS SEEKING AGE RELAXATION

(To be filled by the Head of the Office or Department in which the candidate is working)

It is certified that, Shri/Smt./Km._____ is presently working as _____(designation) in this Institute which is a Central Government Institute /Central Autonomous Body/Central PSU. He/She is holding a civil post in the pay scale/pay level _____ with at least 3 years continuous and regular service in the same line & allied cadre as necessary for the post of ***Junior Accounts Superintendent*** as on the last date of receipt of application stipulated in the recruitment advertisement of IIT Bhubaneswar.

Signature _____

Name _____

Designation _____

Name of the Organization _____

Official Seal _____

Place: _____

Date: _____