
	<p align="center">CSIR-INDIAN INSTITUTE OF CHEMICAL TECHNOLOGY (Council of Scientific & Industrial Research) TARNAKA, UPPAL ROAD, HYDERABAD-500 007 TELANGANA</p>	
---	---	---

No.1/1/Rectt. – 2024

Dated: 02.05.2025

NOTICE

Sub: Recruitment of Junior Secretariat Assistant (Gen/F&A/S&P).

CSIR-IICT, Hyderabad has advertised 15 posts of Junior Secretariat Assistant (Gen/F&A/S&P) vide Advt. No. 02/2025. Attention is invited to all the candidates who has applied to the post codes JSA01, JSA02 & JSA03.

The Screening Committee adopted the following criteria to screen the applications:

- (i) Essential Qualification as per the advertisement.
- (ii) Age limit as per the advertisement.
- (iii) The candidates who have applied against various reserved posts are considered for these posts only on submission of valid proof of Caste/Category. The candidates who have not submitted the valid proof of Caste/Category certificates or having invalid documents are considered against unreserved posts, if they meet the criteria for unreserved posts.
- (iv) Applications without the Supporting certificates / documents/ valid certificates/complete applications were not considered by the screening committee as per the terms of the advertisement.

Based on the above criteria the Screening Committee has recommended the candidates listed in **Annexure - I** and are **Eligible** to appear for Competitive Written Examination / Typing test on computer.

The candidates listed in **Annexure – II** are not short-listed and are **NOT Eligible**.

The eligibility of the applicant is provisional and is subject to verification of all essential requirements/documents. At any stage of the recruitment process, if it is found that Applicant has furnished wrong information or does not meet the essential qualification/criteria or the candidate indulges in any canvassing in any manner in support of his/her candidature, such candidate's candidature will be cancelled without any further notice.

The Competitive Written Examination is tentatively scheduled to be held in Hyderabad only on **25.05.2025**. The exact time and venue will be intimated to the candidates in due course by displaying on IICT website.

The Proficiency in Typing Test using Computer will be held within 15 days of notifying the results of Competitive Written Examination Paper-I.

Candidates who qualify the Competitive Written Examination should be prepared to appear for the proficiency in Typing Test on the date notified in Website.

The candidates are requested to visit CSIR-IICT website regularly for any further updates and keep their registered e-mail I.D. active.

Contd....2

:: 2 ::

Any representation regarding eligibility may be sent by email to rectt@iict.res.in duly attaching proof in support of his/her claim with subject "QUERY REG. RECTT. OF JUNIOR SECRETARIAT ASSISTANT POSTS" by 06.05.2025. No representation will be accepted thereafter and decision of the Competent Authority of CSIR-IICT on such representation will be final and binding.



**(M. ANANDA KUMAR)
Controller of Administration**

Copy to:

1. Head, CITS – with a request to display on CSIR-IICT website
2. File Concerned