



भारतीय प्रौद्योगिकी संस्थान जोधपुर  
Indian Institute of Technology Jodhpur

**SYLLABUS FOR THE POST OF JUNIOR SUPERINTENDENT**  
**(Level 6/ Grade Pay - 4200)**

**(A) WRITTEN TEST**

**(Marks 50)**

**(1) *Objective type:-***

**(Marks 30)**

**Academic Administration with Special reference to IITs**

1. Act and Statutes of IIT Jodhpur
2. Role and Functions of IIT Council, Board of Governors, Finance Committee, Building & Works Committee and Senate.
3. Study the Websites of IIT Jodhpur Departments, Academic programs, Degrees, campus life and student activities.

**Service Rules**

1. FR & SR
2. Disciplinary Proceedings
3. TA Rules and LTC
4. Conduct Rules

**Government Acts relevant to Academic Administration**

1. The Right to Information Act, 2005

**Rules relevant to Accounts and Audit**

1. GFR 2017, e-Procurement and e-Marketplace (GeM)
2. Salient features and Pay-fixation under 7<sup>th</sup> CPC
3. Budgeting and Internal Audits
4. Income Tax Act with focus on Salary Income, e-TDS
5. Goods and Service Tax

**(2) *English Writing ability***

**(Marks 20)**

**(B) Computer Skill Test**

**(Marks 50)**