



भारतीय प्रौद्योगिकी संस्थान भुवनेश्वर
Indian Institute of Technology Bhubaneswar

F. No. 3-22/2022-Rectt.

Date: 30/12/2022

**Sub.: Provisionally shortlisted candidates for Written Test and Interview for the post of
Assistant Legal Officer**

Ref: Advertisement No. Rectt./01/ Non-Teaching/ 2022 dated. 04/05/2022

This is to notify that the **Written Test and Interview** of the provisionally shortlisted candidates at **Annexure-II** for the post of **Assistant Legal Officer (1-UR)** will be held as per the following schedule & list:

A. Written Test and Interview Schedule and Syllabus		
1	Date of Written Test	16/01/2023 (Monday)
2	Reporting Time	08:30 A.M.
3	Date of Interview	17/01/2023 (Tuesday)
4	Reporting Time	9.00 A.M.
5	Venue	Indian Institute of Technology Bhubaneswar Argul, Khordha, PIN - 752050, Odisha Ph. 0674-7134811/4815
6	Syllabus and other details of Tests	Annexure -I
B. Details of candidate shortlisted / Not shortlisted		
	List of Provisionally shortlisted candidates	Annexure -II
	List of candidates not shortlisted	Annexure-III

The candidates are also requested to note the followings:

- 1) The shortlisting of applications for the post of **Assistant Legal Officer** has been done for only those candidates whose hardcopies were received at the Institute by the last date i.e. 13.06.2022 as per advertisement.
- 2) The shortlisted candidate listed at Annexure – II are required to appear for the recruitment exam based on this notification. No individual hard copy of the call letter shall be sent.
- 3) List of the candidate not fulfilling the shortlisting criteria fixed by the Institute are given in Annexure –III along with the reasons thereof.
- 4) The candidates listed at Annexure-III whose applications have not been shortlisted may submit their representation to recruitment@iitbbs.ac.in only under the subject "**Representation on rejection of application – Assistant Legal Officer**" within 5.00 p.m. of **04/01/2023**. Beyond the said date & time, no further communication shall be entertained.
- 5) The candidates are also advised to visit the Institute website (<http://www.iitbbs.ac.in>) regularly for any further updates.

कुल सचिव/ Registrar
भा.प्रौ.सं. भुवनेश्वर
IIT Bhubaneswar

The schedule and Syllabus of examination is as follows:-

Written Test Particulars	Syllabus	Maximum Marks	Time
Objective (MCQ)	<ul style="list-style-type: none"> ➤ Constitution of India ➤ Guidelines for Works Contract and Procurement Manual of GoI. ➤ Law of Contract ➤ Labour Law ➤ Legal Aptitude ➤ RTI & CVC guidelines ➤ Govt. Of India CCS (CCA) Conduct Rules and Disciplinary proceedings ➤ Proficiency in English ➤ Reasoning and Numerical ability ➤ General Knowledge which includes Indian History, Indian Economy, Geography, General Science, General Knowledge and current affairs.. 	100	1 hr
Subjective	<ul style="list-style-type: none"> ➤ Domain Knowledge ➤ Case Study based questions on Legal matters ➤ Indian Constitution ➤ Contract Laws ➤ Guidelines for Works Contract and Procurement Manual of GoI. ➤ Knowledge on preparation Govt. Noting and Drafting and office procedure ➤ GoI rules & regulations including GFR ➤ Proficiency in Computer 	100	1 hr

N.B.:

Candidates who qualify in the Written Test would be permitted to appear for Interview on 17.01.2023. Result of the written test will be published in the Institute website.

Other Instructions for the candidates for appearing for above tests:

1. Candidates are required to produce a Proof of Identity issued by Govt. **(in original)** such as Aadhar Card/Passport/Driving License/PAN Card/Voter Card etc. without which the candidates will not be permitted to appear for the Written Test and Interview. No photocopies of the above documents shall be entertained.
2. Candidates are required to bring all the **original** Educational Certificates, Mark-sheets, testimonials, experience certificates, category certificates (SC/ST/OBC/PWD/EWS) and any other relevant documents as mentioned in the Application Form. On actual verification from original documents, if there is any discrepancy found, candidates will not be allowed to appear for the Written Test and Interview.
3. 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 applications have not been forwarded through proper channel by the employer for this post. In the absence of **No Objection Certificate** and other certificates as mentioned above the candidature shall not be considered.
4. Candidates must report at **8:30 A.M.** sharp, failing which the candidate will not be allowed to appear in the Written Test and Interview.
5. Electronic gadgets such as calculator, Bluetooth, mobile phone, laptop, iPad etc. are not allowed in the examination hall. However, candidates are required to bring writing materials such as Pen, Pencil etc.
6. No TA/DA shall be paid to the candidates for attending the Written Test and Interview except the SC/ST/PWD candidates who will be paid second/sleeper class railway/bus fare by shortest route. The candidates are advised to make their own arrangement for lodging and boarding to appear the recruitment process.


Registrar

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List of Provisionally Shortlisted candidates for Written Test for the post of
Assistant Legal Officer

Sl No.	Application no.
1.	NT-040522-358-ALO-0006
2.	NT-040522-742-ALO-0007
3.	NT-040522-1144-ALO-0010
4.	NT-040522-1568-ALO-0012
5.	NT-040522-1629-ALO-0019
6.	NT-040522-2474-ALO-0022
7.	NT-040522-2948-ALO-0028
8.	NT-040522-725-ALO-0032
9.	NT-040522-78-ALO-0034
10.	NT-040522-3242-ALO-0036
11.	NT-040522-3331-ALO-0037
12.	NT-040522-3083-ALO-0041
13.	NT-040522-3738-ALO-0042
14.	NT-040522-998-ALO-0043
15.	NT-040522-4352-ALO-0044
16.	NT-040522-3278-ALO-0046
17.	NT-040522-2720-ALO-0047
18.	NT-040522-4300-ALO-0049
19.	NT-040522-6142-ALO-0059
20.	NT-040522-5325-ALO-0061
21.	NT-040522-2333-ALO-0062
22.	NT-040522-6654-ALO-0063
23.	NT-040522-6757-ALO-0065
24.	NT-040522-6949-ALO-0070
25.	NT-040522-6706-ALO-0071
26.	NT-040522-6987-ALO-0073
27.	NT-040522-4034-ALO-0076
28.	NT-040522-2427-ALO-0078
29.	NT-040522-7603-ALO-0080
30.	NT-040522-4431-ALO-0084
31.	NT-040522-6679-ALO-0090
32.	NT-040522-7540-ALO-0094
33.	NT-040522-7755-ALO-0095
34.	NT-040522-7730-ALO-0096
35.	NT-040522-1607-ALO-0097

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सहायक सचिव/ Registrar
भा.प्रौ.सं. भुवनेश्वर
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List of **Not Shortlisted** candidates with rejection criteria for the post of
Assistant Legal Officer

Sl No.	Application no.	Reason(s) for not shortlisted
1.	NT-040522-1475-ALO-0013	No Relevant Experience
2.	NT-040522-226-ALO-0015	Overage
3.	NT-040522-1944-ALO-0016	No Adequate Required Experience Less than 8 years of Experience after LLB
4.	NT-040522-386-ALO-0018	No Relevant Experience
5.	NT-040522-2582-ALO-0024	No Experience
6.	NT-040522-1876-ALO-0026	No Relevant Experience
7.	NT-040522-2261-ALO-0030	No Adequate Required Experience Less than 5 years of Experience after LLM
8.	NT-040522-2238-ALO-0033	No Adequate Required Experience Less than 8 years of Experience after LLB
9.	NT-040522-3110-ALO-0035	No Adequate Required Experience Less than 8 years of Experience after LLB
10.	NT-040522-1456-ALO-0039	No Adequate Required Experience Less than 5 years of Experience after LLM
11.	NT-040522-2073-ALO-0040	Non Submission of Required Document
12.	NT-040522-2540-ALO-0048	No Adequate Required Experience Less than 5 years of Experience after LLM
13.	NT-040522-5239-ALO-0055	No Adequate Required Experience Less than 8 years of Experience after LLB
14.	NT-040522-6421-ALO-0060	No Relevant Experience
15.	NT-040522-3803-ALO-0064	No Adequate Required Experience Less than 8 years of Experience after LLB and Non Submission of Required Document Experience certificate not attached
16.	NT-040522-6858-ALO-0067	No Adequate Required Experience Less than 8 years of Experience after LLB
17.	NT-040522-4011-ALO-0074	No Experience Non submission of Required Document
18.	NT-040522-7074-ALO-0075	No Relevant Experience
19.	NT-040522-1674-ALO-0079	No Adequate Required Experience Less than 5 years of Experience after LLM
20.	NT-040522-7605-ALO-0081	No Adequate Required Experience Less than 5 years of Experience after LLM
21.	NT-040522-7661-ALO-0083	No Adequate Required Experience Less than 5 years of Experience after LLM
22.	NT-040522-7770-ALO-0085	No Adequate Required Experience Less than 5 years of Experience after LLM and Non Submission of Required Document
23.	NT-040522-7983-ALO-0088	No Relevant Experience
24.	NT-040522-7348-ALO-0091	No Adequate Required Experience Less than 8 years of Experience after LLB
25.	NT-040522-8228-ALO-0098	Overage
26.	NT-040522-8330-ALO-0099	No Adequate Required Experience Less than 5 years of Experience after LLM
27.	NT-040522-3247-ALO-0101	No Adequate Required Experience Less than 5 years of Experience after LLM


 सचिव/ Registrar
 ज.पौ.सं. भुवनेश्वर
 Bhubaneswar