

**MINISTRY OF EARTH SCIENCES (MOES), GOVERNMENT OF INDIA
INDIAN INSTITUTE OF TROPICAL METEOROLOGY
Dr. Homi Bhabha Road, Pashan, Pune-411008.**

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**SCHEME AND PATTERN OF THE EXAMINATION FOR THE POST OF
SCIENTIFIC ADMINISTRATIVE ASSISTANT, FIELD WORKER, PROJECT ASSISTANT &
TECHNICAL ASSISTANT SCHEDULED TO BE HELD ON 16.10.2021**

1. Pattern of written examination for **Scientific Administrative Assistant** is as follows:

Mode of Examination	Scheme of Examination	Number of Questions	Marks	Time
Written (MCQ) (Bilingual Hindi & English)	a) General Knowledge, reasoning and current affairs	10	10	30 minutes.
	b) Simple Mathematics of Ratio, fractions, proportion	05	05	
	c) Names of meteorological parameter, Instruments, Sensors, operations and limited factors	10	10	
	d) Simple questions to test knowledge in administrative procedures such as instrument packing, courier services handling symbols used in instrument packages etc.	05	05	

2. Pattern of written examination for **Project Assistant** is as follows:

Mode of Examination	Scheme of Examination	Number of Questions	Marks	Time
Written (MCQ) (Bilingual Hindi & English)	a) General Knowledge, reasoning and current affairs	10	10	30 minutes.
	b) Simple Mathematics of Ratio, fractions, proportion	05	05	
	c) Names of meteorological parameter, Instruments, Sensors, operations and limited factors	10	10	
Descriptive (Only in 3-4 sentences)	d) Working principles of day to day weather related equipment's	02	05	

3. Pattern of written examination for **Field Worker & Technical Assistant** are as follows:

Mode of Examination	Scheme of Examination	Number of Questions	Marks	Time
Written (MCQ) (Bilingual Hindi & English)	Technical Scientific Knowledge as per the post requirement and basic understanding of computer instrument operation	30	30	30 minutes.

4. Time slot for written examination of following posts are as follows:

Sr. No.	Name of the post	Time slot for Written Examination (in 24 hrs format)
1.	Scientific Administrative Assistant	1000 to 1030 hrs
2.	Project Assistant	1100 to 1130 hrs
3.	Field Worker	1200 to 1230 hrs
4.	Technical Assistant	1300 to 1330 hrs

- Candidates are required to be present at IITM, Pune one hour before their examination.

Instructions to candidates:-

1. The Institute will decide qualifying marks for passing the examination.
2. 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.
3. Candidates will have to bring their own pen and pencil. Only papers will be provided by IITM.
4. Calculators, bag, phones or any other electronic gadgets will not be allowed in the examination hall.
5. Candidates will not be permitted in any case to leave the examination hall during the examination.
6. 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 immediately after the declaration of the results of the written examination.
7. No TA/DA will be paid for attending the interview/written examination. For SC/ST candidates admissible TA/DA shall be considered as per Government of India orders.
8. Candidates are required to bring the call letter and photo ID with them.
9. The Director, IITM, Pune reserves the right to cancel the written examination/ skill test.