CSIR – Central Salt & Marine Chemicals Research Institute,
G. B. Marg, Bhavnagar – 364 002 (Gujarat)

No.5-3(20)/414/2025-Rectt   Date: 15.05.2025

NOTIFICATION

Further to Notification of even number dated 02.05.2025, it is hereby notified that the Typing Test for 05 posts of Junior Secretariat Assistant (General) [UR-03, OBC-01 & ST-01], 02 posts of Junior Secretariat Assistant (Finance & Accounts) [UR-01 & ST-01], 02 Post of Junior Secretariat Assistant (Stores & Purchase) [UR-01 & ST-01], advertised vide Advertisement No. 1/2025, shall be conducted as per the following schedule:

Roll Nos.	Date	Reporting Time	Venue
250001 to 250700	24th May, 2025, Saturday	08:00 AM to 09:30 AM	Shree Swaminarayan College of Computer Science, Gurukul Campus, Sardar Nagar, Bhavnagar, Gujarat - 364 002
250701 to 251400	24th May, 2025, Saturday	11:30 AM to 01:00 PM	
251401 to 252300	25th May, 2025, Sunday	08:00 AM to 09:30 AM	
253201 to 253304	25th May, 2025, Sunday	08:00 AM to 09:30 AM	
252301 to 253200	25th May, 2025, Sunday	11:30 AM to 01:00 PM	

Candidates are requested to note that:-

1.   The Final list of eligible cadidates with Roll Nos. is enclosed as **Annexure-A**.

2.   The candidature of the candidates mentioned in **Annexure-A** is based on the information submitted by the candidates at the time of online application and hence only provisional. Merely allowed to appear for Typing Test does not give any right to a candidate to claim for appeaing in Wrtitten Test or final selection or appointment to any post in CSIR-CSMCRI, Bhavnagar or any of the constituent labs/Institute of CSIR. The candidature of a candidate can be cancelled at any stage of recruitment process, if not found in order.

3.   All the documents pertaining to educational qualifications, proof of age etc. will be scrutinised of the successful candidates in Typing Test, before allowing them to take written examination. Those who do not fulfil terms and conditions and eligibility as per the advertisement for the post(s) under reference shall be summarily rejected, even if, a candidate is qualified in the Typing Test.

4.   Please note that for any wrong information and incomplete documents submitted by the candidate(s) she/he shall solely be responsible for rejection of her/his candidature at any stage during the procedure of recruitment.

5.   Candidates who have furnished their email address at the time of submission of application will be intimated through e-mail also.

6. No hard copy of the Admit card will be sent to the candidates. Link for downloading the admit card will be made available on the website of CSIR-CSMCRI and all shortlisted candidates will be requied to download the admit card and bring the print out of the same along with one original Photo ID (Aadhar Card or PAN Card or Voter ID or Govt. issued ID) on the date of Typing Test to examination centre.

7. There will be a common Typing Test for all the above mentioned posts even if any candidate has been shortlisted against multiple posts.

8. Typing Test norms on computer: English Typing @ 35 w.p.m. **OR** Hindi Typing @ 30 w.p.m. correspond to 10500 KDPH / 9000 KDPH on an average of 05 key depressions for each word.

9. In case of Persons with Benchmark Disabilities candidates who claim to be permanently unfit to take the Typing Test because of a physical disability may, with the prior approval of the CSIR-CSMCRI, be exempted from the requirement of appearing and qualifying at such test, provided such a candidate submits a Certificate in the prescribed format (**Annexure-B**) to the CSIR-CSMCRI from the competent Medical Authority, i.e., the Civil Surgeon of a Government Health Care Institution declaring him/her to be permanently unfit for the Typing Test because of a physical disability. In addition, such candidates must substantiate their claim by furnishing the relevant Medical Certificate in the prescribed format as per Annexure-V to Annexure-VII of the CSIR-CSMCRI Advertisement No. 1/2025, as applicable, at the time of Typing Test. Otherwise their claim for seeking exemption from Typing Test will not be entertained by CSIR-CSMCRI.

10. Candidates are requested to read all the instructions attached with the nofication as **Annexure-C**.

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-Sd-
Controller of Administration

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Encl.:- As stated.
- ❖ Annexure-A – Final list of eligible cadidates with Roll Nos.
- ❖ Annexure-B – Form of Medical Certificate to be produced by the Persons with Benchmark Disabilities candidates who seek exemption from appearing in the Typewriting Test
- ❖ Annexure-C – Instructions to candidates for Typing Test

Copy to:
- • The Head, IT Cell - For display on the Institute's website