

**INDIAN INSTITUTE OF TECHNOLOGY DELHI**  
**RECRUITMENT CELL (ESTT.- 2 SECTION)**

Dated: 06.09.2023

**Subject:** Regarding recruitment for the post of Administrative Assistant (Level-5) at IIT Delhi.

The Institute vide Advt. No. Mission Mode (DR) (3) / 2023 dated February 17, 2023, invited online applications for filling-up 14 posts (i.e. 05-UR, 03-SC, 01-ST, 03-OBC, 02-EWS) of Administrative Assistant in Level-5 of Pay Matrix as per 7th CPC for Administration, IIT Delhi. The Shortlisting Committee has scrutinized the applications of the applicants in the light of Prescribed Educational and other qualification required and the 'General Terms and Conditions' of the advertisement for this post.

The following essential criteria as mentioned in the advertisement, has been adopted by the Shortlisting Committee to scrutinize the applications of the applicants:

**Essential:**

Bachelor's degree in any discipline from recognized university with at least 55% marks in qualifying degree.

Based on the adopted criteria mentioned above, **3909** applicants have been provisionally shortlisted.

Please note that the Shortlisting for the above post is "Provisional" and is subject to verification of original certificates/ documents pertaining to his/her Educational Qualification, Marksheet, Experience & Salary etc. which he/she have mentioned in his/her online application. At any stage, if any applicant is found ineligible, his/her candidature for the said post will be treated as cancelled. Verification of documents will be done at later stage in the Selection process. If it is found that applicants have furnished false or wrong information, their candidature will be rejected at any time/ any stage.

The Institute reserves the right to increase or decrease the number of vacancies, postpone or cancel the recruitment altogether for any of the post advertised above or for all the posts without assigning any reason thereof.

Attached are 02 lists (indicating only the Registration numbers) **(1)** List of Provisionally Shortlisted & Not-Shortlisted applicants with reasons for their not shortlisting and **(2)** List of applicants who had not paid the requisite application fee and as such were not eligible for consideration.

All applicants are requested to go through these lists and **representations, if any from Not-Shortlisted applicants**, may be submitted through following Google Form (gmail ID) link on or before 15.09.2023:

<https://forms.gle/cQLsKhJweGigF7TK9>

No correspondence or queries in this regard shall be entertained after 15.09.2023, whatsoever the case may be.