

**Birla Industrial & Technological Museum  
(National Council of Science Museums)  
Ministry of Culture, Govt. of India  
19A, Gurusaday Road, Kolkata – 700 019**



**Ref : Advertisement No. 2/2021**

Date of submission of online applications : **09.01.2021 to 31.01.2021**

Last date for receipt of application : **31.01.2021**

Last date for making online fee payment : **02.02.2021**

**Details of advertisement :**

Online applications are invited from the eligible candidates for appointment to the following post :

**(1) Junior Stenographer : 01 post (Unreserved) at Shrikrishna Science Centre, Chajju Bagh, West Gandhi Maidan, Patna – 800001.**

**Pay Matrix** : ₹. 25,500-81,100/- Level-4; Basic Pay ₹. 25,500/-. Total emoluments is Rs.38,127/- per month.

**Essential Qualification** : Higher Secondary or its equivalent and minimum speed of 80 w.p.m. in shorthand.

**Age limit** : 25 years as on 31.01.2021. Age relaxable for reserved categories of candidates as per Govt. of India Rules.

**Application Fee :**

- a) Fee payable : Rs.200/- (Rupees Two hundred only)
- b) Women candidates and candidates belonging to Scheduled Castes (SC), Scheduled Tribes (ST), Person with Disability (PwD) and Ex-Servicemen (ESM) eligible for reservation are exempted from payment of fee.
- c) Fee can be paid through BHIM UPI, Net Banking or by using Visa, Mastercard, Maestro, RuPay Credit or Debit card.
- d) Online fee can be paid by the candidate up to **02.02.2021**.
- e) Candidates who are not exempted from fee payment must ensure that their fee has been deposited within due date. Applications which remain incomplete due to non-receipt of fee will be **SUMMARILY REJECTED** and no request for consideration of such applications and fee payment after the period specified in the details of advertisement shall be entertained.
- f) Fee once paid shall not be refunded under any circumstances nor will it be adjusted against any other examination or selection.

**How to apply :**

- a) Applications are required to be submitted in online mode only with self attested scanned copies of all certificates/testimonials/relevant documents in JPEG/JPG format (upto 200 KB) at the official website [www.bitm.gov.in/recruitment](http://www.bitm.gov.in/recruitment).
- b) In the online Application Form, candidates are required to upload the scanned colour recent passport size photograph in JPEG/JPG format (upto 100 KB) and scanned signature (upto 100 KB).
- c) Last date for submission of online applications is **31.01.2021**.
- d) Candidates are advised in their own interest to submit online applications much before the closing date and not wait till the last date to avoid the possibility of disconnection/inability or failure to login to the BITM website on account of heavy load on the website during the closing days.
- e) Office will not be responsible for the candidates not being able to submit their applications within the last date on account of the aforesaid reasons or for any other reason beyond the control of the office.
- f) Before submission of the online application, candidates must check that they have filled correct details in each field of the form. After submission of the online Application Form, no change/correction/modification will be allowed under any circumstances. Requests received in this regard in any form like Post, Fax, E-mail, by hand, etc. shall not be entertained.
- g) The candidates already working in Government, Semi-Government, Public Sector Undertakings and Autonomous Organizations must apply through proper channel. The selected candidates will be governed by the National Pension System.
- h) Call letter (admit card) against valid application will be sent to the candidates at their e-mail ids mentioned in the applications which is required to be produced at the time admission to the examination along with a valid photo identity card, in original, viz. Aadhar card, PAN card, Voter Id card, Driving licence, Passport etc.

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