



केन्द्रीय प्रौद्योगिकी संस्थान कोकराझार  
CENTRAL INSTITUTE OF TECHNOLOGY KOKRAJHAR

Deemed to be University, MoE, Govt. of India

Kokrajhar-783370, Assam

[www.cit.ac.in](http://www.cit.ac.in)

RECRUITMENT TO THE POST OF JUNIOR ACCOUNTANT ON REGULAR BASIS

ADVT. NO. CITK/RECRUIT/NON-TEACHING/174/2022/144, DT.22/05/2023

**LIST OF THE SHORTLISTED CANDIDATES**

Sl. No.	Application No.
1.	20230189
2.	20230256
3.	20230277
4.	20230323
5.	20230374
6.	20230406
7.	20230631
8.	20230751

**Note:**

- 1) The dates for written and skill test shall be announced to all the above candidates through Institute's website shortly.
- 2) You are hereby requested to check the Institute's website on daily basis.
- 3) No further correspondence/observation will be entertained regarding aforesaid post.

-Sd-

Registrar, CIT Kokrajhar



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**The selection process and indicative syllabus for the post of Junior Accountant is as follows:**

**A. Written Test:** The syllabus for written test (computer based) is as detailed below:

1. **GENERAL ENGLISH:** Comprehension with blanks to be filled in with Phrases, Pronouns, Homonyms / Homophones, Tenses, Active & Correction of Sentences, one-word substitutes, Models, Articles, Clauses, Synonymous and Antonyms, Idioms and Phrases, Precise writing, Noting/ Drafting, Letter/Email Communication on a given context.
2. **NUMERICAL APPTITUDE ARITHMETIC:** Simplification of Fractions, Simple and Compound Interest, Profit and Loss, Percentage, Averages, and Work, Problems on Trains, Calendar, Area, Problems on Numbers, Square root and Cube root, Interest, Ratio, Time and Distance, Problem on Ages, Clock and Other Basic Arithmetic Related Matters.
3. **Syllabus for Work related topics.**
  - i) Types of Accounts.
  - ii) Ledgers.
  - iii) Journal Entries.
  - iv) Trial Balance.
  - v) Trading Account.
  - vi) Profit and Loss Account.
  - vii) Receipts and Payment Account.
  - viii) Income and Expenditure Account.
  - ix) Balance Sheet.
  - x) Bank Reconciliation Statement.
  - xi) Rectification of Errors.
  - xii) Accrual Method of Accounting
  - xiii) Tally

**B. Skill Test (Qualifying Nature):**

The skill assessment test is qualifying in nature and is to evaluate the skill test-based performance of candidates on various procedures/instruments.

-Sd-  
Registrar, CIT Kokrajhar