



भारतीय प्रौद्योगिकी संस्थान गुवाहाटी
Indian Institute of Technology Guwahati

Ref. No. R&P/190/J.ACCT./DR/2023/1455

Date: 07.08.2024

अधिसूचना/ NOTIFICATION

Sub: Syllabus for written examination for the post of "Junior Accountant"

Ref: Advertisement no. IITG/R/08/2023 dated 10.10.2023

Syllabus
Section A:
<ul style="list-style-type: none">• Types of Accounts• Ledgers• Journal Entries• Trial Balance• Trading Account• Profit and Loss Account• Receipts and Payment Account• Income and Expenditure Account• Balance Sheet• Bank Reconciliation Statement• Rectification of Errors• Accrual Method of Accounting• Tax Related Matters (GST/Income Tax)• Loans and Advance
Section B
<ul style="list-style-type: none">• General Knowledge and Current Affairs• Computer Literacy, Tally and Other Accounting Software• General Arithmetic
Minimum Marks for Consideration of Candidature
The candidates would have to score a minimum of 50% marks in Section A for consideration of candidature

Important note:

1. The written examination will be held on **8th September 2024 (Sunday)**. Separate information for appearing in written examination shall be sent in email of shortlisted candidates in due course of time.
2. The candidates are also advised to visit the Institute website (<https://www.iitg.ac.in/>) regularly for any further updates.


कुलसचिव (प्रभारी)/REGISTRAR (IN-CHARGE)