



Institute of Development Studies, Jaipur
JOA Personal Interview – December 22, 2025

Instructions for Candidates

1. The Personal Interview for the post of Junior Office Assistant in IDSJ will be held on December 22, 2025 at 10:30 am in the Board Room, Institute of Development Studies, Jaipur.
2. Candidates should report to the interview venue at least 60 minutes i.e. 09:30 am before the scheduled time. Late entry will not be permitted under any circumstances.
3. Candidates should bring the following documents in **original** along with one set of self-attested photocopies:
 - Interview Call Letter/ Copy of Email
 - Valid Photo Identity Proof (Aadhaar Card / Voter ID / Passport / Driving Licence)
 - Educational Qualification Certificates and Mark Sheets
 - Proof of Date of Birth
 - Caste / Category Certificate (if applicable)
 - Disability Certificate (if applicable)
 - Affidavit/Undertaking form (if applicable)
 - No Objection Certificate (NOC) (if applicable)
 - Any other Documents
4. Candidates are advised to dress in formal and decent attire. Proper behaviour and discipline should be maintained throughout the interview process.
5. Admission to the interview is purely provisional, subject to verification of eligibility criteria and original documents. If any discrepancy is found, the candidature may be cancelled.
6. Mobile phones, smart watches, calculators, or any electronic gadgets are strictly prohibited inside the interview venue.
7. No Traveling Allowance or Dearness Allowance (TA/DA) will be paid for attending the interview.
8. The decision of the Interview Board/Recruiting Authority shall be final and binding.
9. Any form of impersonation, false information, or misconduct will lead to immediate disqualification and legal action.
10. For further updates, candidates are advised to visit <http://www.idsj.org>

Director(I/C)