



**MADAN BHANDARI  
UNIVERSITY OF  
SCIENCE AND TECHNOLOGY**

**Date: 24<sup>th</sup> August 2025**

**Notice of Written Examination**

This is to inform the shortlisted candidate for the position of Senior Administrative Officer – General Administration that the written and practical examinations will be held as per the following schedule:

- **Date:** September 10, 2025 (Bhadra 25, 2082)
- **Time:** 11:00 AM
- **Examination Center:** Madan Bhandari University of Science and Technology, Chitlang.

**Instructions to Candidate:**

1. Report to the examination center at least 30 minutes before the examination time.
2. Bring your valid photo identification document.
3. Only black/blue ink pens are allowed.
4. A non-programmable calculator may be used if required.
5. Mobile phones, smartwatches, and electronic communication devices are strictly prohibited.
6. Follow all directions provided by the invigilators during the examinations.

**For further information, please contact:**

Examinations Committee  
Madan Bhandari University of Science and Technology  
Phone: 9851223352

Prof. Prakash Man Shrestha  
Convener  
Examinations Committee