

Advertisement: Non-Teaching Staff Recruitment (Purely Temporary)

Durgapur Women's College

Durgapur – 713 209

Advt.No/NTS/Temp/01/2016-17

Date: 19.05.2016

Applications are invited from Indian Citizens in the prescribed format to be downloaded for recruitment to the following non-teaching posts [Purely Temporary]

(A) Lab Attendant and Office Attendant (D-category) – 2+2

(B) Office Clerk cum Data Operator (LDC-Category) – 1, and Accountant (UDC-Category) – 1

(C) Gardener (Mali)

Pay for categories under (A) Rs. 5000 – 6000

Pay for categories under (B) Rs.10000 -15000

Pay for categories under (C) Daily Wage @ Rs. 300/- per diem

Essential Qualification for [A]: Class 8th Passed from any Govt. Registered Institution.

Desirable Qualifications for [A]: Having at least 1 to 2 years experience of working as temporary staff in Laboratories in any Govt. Aided College or Govt. Sponsored College.

Essential Qualification for [B]: Any Graduate from any Govt. Recognised University having Good Computer Knowledge.

Desirable Qualifications for [B]: Having at least 1 to 2 years experience of working as temporary staff in any Govt. Aided College or Govt. Sponsored College.

Essential Qualification for Gardener – Able to read and write. Credentials of working as a Mali.

Age Limit: Not Below 20 yrs.

Mode of Selection: Selection will be made primarily on the basis of marks obtained in the last qualifying examination & Experience Period as mentioned above. Shortlisted candidates will be called for the Interview. The date time and Venue of the Interview will be held on 3rd week of June,2016 [tentative] and updated on the website of the College www.dwcollege.org in due time.

Price of Forms : Rs.100 for [A]

Rs 150 for [B]

Rs 50 for [C]

How To Apply: Downloaded Forms, accompanied by a crossed Demand Draft of the requisite fees in favour of Principal, Durgapur Women's College, payable at SBI City Centre Branch along with photocopies of all credentials must reach the office of the Principal, Durgapur Women's College, Durgapur – 713209 WITHIN 24.06.2016.

Application Form should be enclosed with 1 copy of recent passport size photograph (to be affixed on the top right hand box of the application form), Self-Attested photocopy of all Certificates and Mark Sheet in support of date of birth, educational qualification, experience certificate (if any), caste certificate, ID proof (Voter ID). The envelope containing the application form should be superscribed as 'APPLICATION FOR THE POST OF.....'

No TA / DA is admissible for attending the Interview. Incomplete applications will be rejected.

Principal

Durgapur Women's College