NOTICE
WALK – IN- TEST / INTERVIEW

The college shall conduct Walk-in-Interview for the Non-Teaching posts (purely on contract basis) as mentioned below :-

S.No	Name of the Post	No. of Post	Category	Consolidated Salary Per Month(Rs.)	Interview & Skill Test Date	Skill Test	Interview Time
1.	Professional Assistant	1	UR	Rs 19,800/-	8.8.2016	--------	10.00 a.m.
2.	Junior Library Information Assistant	1	UR	Rs 15,800/-	8.8.2016	--------	11.00 a.m.
3.	MTS Library Attendant	1	OBC	Rs 11,000/-	8.8.2016	11.00 am	12.00 noon
4.	MTS Lab Attendant, Department of Journalism	1	UR	Rs 11,000/-	8.8.2016	11.00 am	1.30 p.m.
5.	Care-Taker / Gym Instructor	1	---NA--	Rs 12,000/-	8.8.2016	---------	2.30 p.m.
6.	Ground Man (Sports)	1	---NA--	Rs 11,000-	8.8.2016	----------	3.30 p.m.

Essential Qualification and Experience for the post of Professional Assistant: -

1.M.Lib. Sc. / M.L.I.Sc. or equivalent with 50% marks
Or
Master's Degree in Arts / Science / Commerce or any other discipline with 50% and B.Lib. Sc. / B.L.I.Sc. with 50% marks

2. Computer Science Paper at Graduate / PG Level or Six Months Computer Science course from a recognized institution.
Age Limit: 35 Years (Age relaxation will be allowed as per University of Delhi rules/guidelines).

Essential Qualification and Experience for the post of Junior Library Information Assistant: -

1. Passed Sr. Secondary or equivalent examination conducted by State Board of Education / University / Govt. Recognized institutions.
2. Certificate in Library Science / Library and Information Science from a recognized institution.
3. Computer Course at Sr. Secondary Level or Basic or Basic course in Computer Science /Word Processing from a recognized institution.

Maximum Age Limit: 30 years (Age relaxation as per rules)

Essential Qualification and Experience for the post of MTS Library Attendant: -

1. Passed 10th or equivalent examination from any State Education Board or Govt. recognized institution.
2. Certificate course in Library Science / Library & Information Science.

Desirable: -

1. Computer as a subject at Secondary level or Basic course in Computers from any institution.

Maximum Age Limit: 30 years (Age relaxation as per rules)

Essential Qualification and Experience for the post of MTS Lab:-

1. A senior Secondary School Certificate (10+2) or its equivalent qualification from a recognized Board / University / Institution with at least 50% marks.
2. Certificate of minimum 6 months' duration in Computer Application/ Office Management/ Secretarial Practice / Financial Management / Accounts or equivalent discipline.

Maximum Age Limit: 27 years (Age relaxation as per rules)

Essential Qualification and Experience for the post of Gym Instructor:-

1. Candidate must have done six months course or its equivalent qualification from a recognized Board / University / Institution.
Or
Candidate must have worked as Gym Instructor at least for a period of six months.

Essential Qualification and Experience for the post of Grounds Man (Sports): -

1. 8th class pass or its equivalent examination from a recognized school or institution.

2. Should possess sound health and keen interest in Sports Activities.

Maximum Age Limit: 30 years (Age relaxation as per rules)

Candidates are required to bring all the documents / testimonials in original alongwith a set of photocopy self attested and a copy of CV.

Please Note:

1. The appointment of the candidate shall be for three months initially, which may be renewed, if necessary. However, the appointment shall be terminated when the regular employee joins the post.
2. The college reserves the right to change the nature and/or to abolish any or all posts without assigning any reason.

PRINCIPAL

copy to :-
Website committee