ARYABHATTA COLLEGE
University of Delhi

आर्यभट्ट महाविद्यालय
दिल्ली विश्वविद्यालय

Benito Juarez Road (Anand Niketan), New Delhi-110021
Website : www.aryabhattacollege.ac.in   Email : admin@aryabhattacollege.ac.in
Phone : 011-24110490   Fax : 011-24117284

Walk-in Test for filling up the following non-teaching posts on **purely contractual basis** will be held at the college. The date, time and eligibility details are as under: -

S.No.	Name of Post	No. of Post	Age Limit	Qualification
1.	**Senior Technical Assistant (Computer)** Consolidated monthly Salary of Rs. 19,800/-.	UR-01	35 Years	MCA or M.Sc. (Computer Science/IT) from a recognized University / Institute with one year experience or B.Tech. /B.E. (Computer Science / Information Technology / ECE) or equivalent degree with one year experience in relevant area.
2.	**Senior Assistant** Consolidated monthly Salary of Rs. 19,800/-	UR-02	30 Years	1. Graduate with minimum 50% marks or Post Graduate with minimum 50% marks from a recognized University in any discipline with working knowledge of computers, and Diploma/ Certificate of minimum 6 months duration in Computer Application/ Office Management/ Secretarial Practice/ Financial Management/ Accounts or equivalent discipline. OR Graduate Degree with minimum 50% marks in Computer Application/ Office Management/ Secretarial Practice/ Financial Management/ Accounts or equivalent discipline from a recognized University. 2. Minimum 4 Years of Administrative Experience.
3.	**Semi Professional Assistant (Library)** Consolidated monthly Salary of Rs. 16,700/-	UR-01	35 Years	1. Graduate in Arts/Science/Commerce or any other discipline or any other higher qualification with 50% marks. 2. B.Lib.sc/B.L.I.Sc with 50% Marks. 3. Course in computer application at Graduate or PG Level or 6 months computer course from a recognized institution.

4.	**Assistant** Consolidated monthly salary of Rs. 15,800/-	UR-01	30 Years	1. A Graduate from a recognized University in any discipline with working knowledge of computers, and Diploma/ Certificate of minimum 6 months duration in Computer Application/ Office Management/ Secretarial Practice/ Financial Management/ Accounts or equivalent discipline. OR Graduate Degree in Computer Application/ Office Management/ Secretarial Practice/ Financial management/ Accounts or equivalent discipline from a recognized University. 2. Minimum 2 Years of Administrative Experience.
5.	**Library Assistant** Consolidated monthly Salary of Rs. 15,800/-	UR-01	30 Years	1. Passed Sr. Secondary or equivalent examination conducted by State Board of Education/ University/ Govt. recognized institution. 2. Certificate in Library Science/ Library and Information Science from a recognized institution. 3. Computer Course at Sr. Secondary Level or Basic Course in Computer Science/ Word Processing from a recognized institution.
6.	**Daftari** Consolidated monthly salary of Rs. 11,000/-	UR-02	25 Years	**Essential:** 10th pass or equivalent from recognized Board / Institution. **Desirable :** Experience in office working and maintenance of Office records.
7.	**MTS-Library Attendant** Consolidated monthly Salary of Rs. 11,000/-	UR-01	27 Years	**Essential:** 1. Passed 10th or equivalent examination from any State Education Board or Government recognized Institution. 2. Certificate in Library Science/ Library & Information Science from a recognized Institution. **Desirable:** Computer as a subject at Secondary level or Basic course in Computers from any Institution.

8.	**MTS-Mali** Consolidated monthly salary of Rs. 11,000/-	UR-01	25 Years	1. Should have passed Matriculation (10th) or equivalent examination from the recognized Board/ Institution. 2. Elementary knowledge in gardening/ landscaping with agricultural background. 3. Must be conversant with gardening operations including operation of tools.
9.	**Sports Attendant** Consolidated monthly salary of Rs. 11,000/-	UR-01	25 Years	1. 10th Pass or equivalent from the recognized Board/ Institution. 2. Experience in handling and maintenance of sports equipment in a DU's College.

UR-Unreserved

General Note: -

Age relaxation and preference may be given to the candidates having experience in the respective field.

General Instructions: -

Application-cum-Test Fee of Rs. 100 is to be paid by the candidates attending the Walk-in-Test.

Application on prescribed form along with self-attested copies of all relevant certificates be brought to the College on the day of **Walk-in Test, i.e. 24.07.2016 (Sunday)**.

The candidates appearing for Walk-in-Test have to register themselves at the College from 10:30 AM to 11:00 AM on 24.07.2016.

There will be one hour test for each post. The test will commence from 12 Noon on 24.07.2016. The candidates are advised to reach before time and register themselves for the test.

The College reserves the right to change the number/ Nature of posts or not to fill any post.

PRINCIPAL

PRINCIPAL
Aryabhatta College
University of Delhi
Benito Juarez Road
New Delhi-110021

FORM NO.:   **FEE : Rs. 100**

Aryabhatta College
(UNIVERSITY OF DELHI)
Benito Juarez Road (Anand Niketan), New Delhi-110021

Application for the Post of _____

Category: _____

1. Name: _____

2. Father's Name: _____

3. Mother's Name: _____

4. Date of Birth: _____

5. Age: _____Years_____Months_____Days (As on 24.07.2016) Male/Female: _____

6. Address: _____

   _____

   Tel.: _____ Mobile No. _____ Email: _____

7. **Educational Qualifications:**

S.No.	Course	Board/University	Year of passing	Percentage	Division

8. **Experience:**

S.No.	Name of the Employer	Designation	From	To	Pay Scale

9. Typing Speed (English): _____wpm, (Hindi): _____wpm, Shorthand Speed: _____
10. Computer Course Details (Minimum 6 months): _____

I declare that all the statements made in the Application Form are true to the best of my knowledge and belief.

Signature of the Applicant

Place: _____

Date: _____