

**LAKSHMIBAI COLLEGE**  
**(UNIVERSITY OF DELHI)**  
**ASHOK VIHAR, PHASE-III, DELHI - 110 052**

Dated: 16/09/2016

**NOTICE**

Applications are invited on the prescribed format for the following Non-Teaching posts purely on contract basis for a period of six months or till such time the regular appointment is made whichever is earlier:

<b><u>SL.NO.</u></b>	<b><u>NAME OF THE POST</u></b>	<b><u>NUMBER OF POST AND CATEGORY</u></b>	<b><u>CONSOLIDATED SALARY PER MONTH</u></b>	<b><u>Date and time of Written test and skill test</u></b>
1.	MTS (OFFICE ATTENDANT)	FIVE 1 - (OBC) 1 - (ST) 3 - (UR)	Rs. 11,000/-	3 <sup>rd</sup> October, 2016 at 10.30 A.M.
2.	MTS (MALI)	ONE - SC	Rs. 11,000/-	3 <sup>rd</sup> October, 2016 at 10.30 A.M.

AGE LIMIT: 27 YEARS (Relaxation as per norms of University of Delhi)

**SL.NO. 1 MTS (OFFICE ATTENDANT)**

**Essential Qualifications:**

Should have passed the Matriculation or an equivalent examination from a recognized Board/University/Institution.

**Desirable:**

- ITI or Trade certificate from recognized institute which can be useful for working in the college.
- Working knowledge of computers
- Must be conversant with Filing work
- Candidates having knowledge of electrical/plumbing/carpentry work will be given preference.

**SL.NO. 2 MTS (MALI)**

**Essential Qualifications :**

Should have passed the Matriculation or an equivalent examination from a recognized Board/University/Institution.

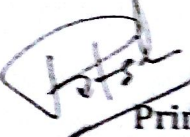
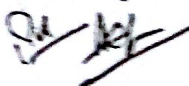
**Desirable:**

1. Elementary knowledge in gardening/ landscaping with agricultural background.
2. Conversant with gardening operations including operation of tools.



**NOTE:**

1. The minimum qualifications and eligibility requirements are as specified in University/UGC regulations.
2. The College reserves the right to change/alter the nature and number of post(s) and fill or not to fill any or all the posts advertised.
3. The candidates may specifically mention in their application the category to which they belong i.e. UR/SC/ST/OBC/Ex-Servicemen
4. Incomplete applications will be summarily rejected.
5. The application complete in all respects together with attested copies of the certificates should reach the Principal, Lakshmibai College, Ashok Vihar, Phase-III, Delhi - 110 052 on or before 30<sup>th</sup> September, 2016 by post only.
6. Merely applying/appearing in written test does not confer any right of appointment to the candidate. The advertised posts are on contractual basis only for a period of six months and the services can be terminated at any time without assigning any reasons.
7. Please bring all the original certificates in support of qualifications, caste and experience with their Bio-Data at the time of interview.
8. No TA/DA will be paid.
9. Appointments to the above posts will be purely on contract basis for a period of six months, renewable only on satisfactory performance as per the University Rules.

  
Principal  




**LAKSHMIBAI COLLEGE**  
**UNIVERSITY OF DELHI**  
**ASHOK VIHAR, PHASE -III, DELHI - 110 052**

**Recent Passport size  
Photograph**

**APPLICATION FORM FOR THE POST OF MTS ( \_\_\_\_\_ ) ON CONTRACT BASIS**

1. Name (in BLOCK LETTERS) \_\_\_\_\_

2. Age & Date of Birth \_\_\_\_\_

3. Educational Qualification:

Sl. No.	Exam Passed	Year	Institution/University	% of Marks	Any other information

4. Whether belong to Gen/SC/ST/OH/OBC: \_\_\_\_\_

5. Technical Qualification, if any: \_\_\_\_\_

6. Job experience, if any: \_\_\_\_\_

7. Address for communication \_\_\_\_\_

8. Telephone/Mobile Number: \_\_\_\_\_

Date: \_\_\_\_\_

(Signature of the candidate)