



INDRAPRASTHA COLLEGE FOR WOMEN/इन्द्रप्रस्थ महिला महाविद्यालय

University of Delhi/दिल्ली विश्वविद्यालय

NAAC Grade A+ CGPA 3.33

31, Sham Nath Marg, Delhi-110054/31, शाम नाथ मार्ग, दिल्ली-110054

Website/वेबसाइट : www.ipcollege.ac.in

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IPC/06/07

3 July 2023

NOTICE

Applications are invited preferably from single / unencumbered female candidates for the following posts on contractual basis:

1. One post of Hostel Manager:

Age Limit	-	35-55 years
Qualification	-	Graduate with experience in management of residential organization and IT skills
Salary	-	Rs. 40,000/- per month (Consolidated)
Accommodation	-	2 BHK Rent Free
Meals	-	Free

2. Two posts of Hostel Matron / House Keeper:

Age Limit	-	35-55 years (Relaxation may be given in deserving cases)
Qualification	-	12 th Passed and demonstrated experience in supervision of housekeeping
Salary	-	Rs. 30,000/- per month (Consolidated)
Accommodation	-	1 BHK Rent Free
Meals	-	Free

Emphasis is on qualities of people management, interpersonal skills and general awareness of educational/student requirements.

Employee will be required to stay on the Hostel premises in the accommodation provided. Family accommodation on negotiable basis may also be provided to the suitable candidate. Leave as per College policy / norms.

Application on plain paper giving full particulars of qualification, experience etc. along with self-attested copies of certificates, testimonials and experience should reach the College Office latest by Wednesday, 12 July 2023.

The selected candidates are required to join in the second week of July 2023.

Principal