

Teaching-Learning Centre IIT(BHU) Varanasi

Ref. No. TLC-IIT(BHU)/2016-17

Monday, September 05, 2016

Advertisement No. 1/2016-17 (Contractual)

WALK-IN-INTERVIEW

Application are invited from Indian citizens to attend a Walk-in-Interview at Conference room, Teaching-Learning Cell, ABLT Building, IIT(BHU) on a later communicated date for consideration on purely Contractual Basis for period of 12 months initially. The Application from along with details of educational qualifications, experience and other requirements for the positions are available on Institute Website <http://www.iitbhu.ac.in>

Sr. No.	Type/Work	People Required	Remuneration	Date of Interview
1	Computer Operator-cum-Office Assistant	1(Skilled)	As per GOI approved rates	Will be communicated later
2	Project Assistant	2(Skilled)	As per GOI approved rates	
3	Peon	1(unskilled)	As per GOI approved rates	

For Computer Operator-cum-Office Assistant:

E.Q. : Second class Graduate with at least one year of training on the use of Computer for Office Automation, Book Keeping and Word Processing from a certified Institute or Second class Graduate with Diploma in Computer recognized by AICTE/Tech. Institution. Higher qualification will be preferred.

Typing and computer test/ written exam. shall be conducted which shall also be counted in determining the final merit for Selection.

For Project Assistant:

E.Q. : Science or Management graduates with experience supported by documents of working in a project. Higher qualification will be preferred.

Written examination to judge the ability of candidates shall be conducted which shall also be counted in determining the final merit for Selection.

For Peon:

E.Q. : High School pass with One year experience of any office/studio.

Candidates currently working/worked in Govt./Semi. Govt. Department/Autonomous organization may be given relaxation in age to the extent of number of years of experience. Girl/Women candidates would be given relaxation in age (5 years).

NOTE:

1. There is no application fee. The candidates should bring their original certificates for verification
2. Applicants in employment (Government/Semi Government/Autonomous organization) are required to submit a 'No Objection Certificate' form the employer at the time of interview.
3. An applicant has to ensure authenticity of information provided in support of experience claimed, other documents and photograph.
4. The qualification and experience may be relaxed at any point of time by the institute for exceptional & experienced candidates. For deserving candidates, higher remuneration may be considered.
5. The Institute reserves the right to increase/decrease the number of post or to withdraw any post.
6. The candidate should fulfil all the eligibility requirements on the date of submission of application form.
7. No TA/DA will be paid for appearing in the interview.
8. A panel for any or all of the posts may also be prepared.
9. Interview may also continue on the following day. Candidate is required to come prepared to stay for next day accordingly.
10. Reservation will be as per Govt. rules.
11. The candidates do not confer any right, claim, implicit or explicit for continuation / regularization / absorption against any post/position in the Institute.
12. These Requirement are e-cadre and do not form part of the regular establishment of the Institute, but are merit to meet non-regular and limited time urgencies.

Contact: Prof.**SANTOSH KUMAR**

(Coordinator PMMMMNMTT project)

Department of Mech. Engg. IIT(BHU) Varanasi 22005, E- Mail: santosh.kumar.mec@itbhu.ac.in

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WALK-IN-INTERVIEW-Application Proforma

Post Applied for : _____

Name of Applicant : _____

Date of Birth & Place : _____

Father Name : _____

Mother Name : _____

Correspondence address : _____

Phone/Mobile No. : _____

e-mail : _____

Permanent address : _____

Phone/Mobile No. : _____

e-mail : _____

Education Qualification :

High School : % of Marks _____ Division _____

Intermediate : % of Marks _____ Division _____

Graduation : % of Marks _____ Division _____

PG/Ph. D./ Other : % of Marks _____ Division _____

Experience (if any) : _____

I certify that the above deflations are correct.

Place :

Date :

Signature of the Applicant