



JADAVPUR UNIVERSITY
KOLKATA – 700 032, INDIA

Ref.No. REC/N/124/21
Date : August 02, 2021

CIRCULAR

Applications on plain paper are invited from the full time permanent Teachers of the University for appointment to the post of Departmental Co-ordinators for P.G. Evening courses in Arts (History, Library & Information Science, Bengali & Sanskrit), Science (Physics, Chemistry & Mathematics) and PTDC (Evening) in Engineering and Technology (Electrical, Civil & Mechanical) for the session 2021–2022 (Commencing from **01.07.2021** to **30.06.2022**).

The remuneration of the Departmental Co-ordinator is **Rs.9,350/-** per month. They will get additional payment on actual basis for taking maximum two periods of classes per week.

Applications are invited only from the Teachers of the respective departments holding evening courses alongwith brief bio-data is to be submitted through the Dean of the respective faculties addressed to the undersigned latest by 16th **August 2021** positively. The application may please be sent through e-mail to registrar@jadavpuruniversity.in with a copy to partha.moitra@jadavpuruniversity.in

J. Ban
2-8-21
Registrar

Copy to:

1. The Dean, Faculty of Arts/ Science /Engineering & Technology.
2. The Secretary, Faculty of Arts / Science /Engineering & Technology.
3. The Co-ordinators, P.G. Evening Courses in Arts / Science /Engineering & Technology.
4. The Finance Officer
5. The Joint Finance Officer
6. The Sr. Supdt., M. R. Section
7. The Sr. Supdt., Personnel Section – 4 Copies
8. The Head of the Department of all Faculties of the University including Salt Lake Campus.
9. Adm. Office – 2 copies.