



**JADAVPUR UNIVERSITY
KOLKATA – 700 032**

Ref. No.
Dated : 23.12.2010

EMPLOYMENT NOTIFICATION NO : A2/C/7/2010

The University invites applications from Indian Nationals in the prescribed form for the following post :

1. **Accounts Officer** : One post (Contractual)
- Qualifications** :
- Essential** :
- i) Uniformly good academic record with a B+ Master's Degree or its Equivalent
 - ii) Age not less than 30 years. Relaxable in case of exceptionally qualified candidates.
- Desirable** :
- At least 5 years' working in the relevant field.
 - Knowledge in finalisation of Annual Accounts including that of computerised accounts.
- Pay** : Rs.30,000/- (consolidated)
2. **Scientific Officer** : One post
- Qualifications** :
- At least II class M.Sc. in any branch Physical Sciences / Geological Sc. / B.E. in Electronics / Instrumentation / Electrical of an Indian University or its equivalent.
 - At least 5 years experience in handling and maintaining 2 or more of such equipment as Optical (Polarizing) Microscopes, Scanning Electron Microscope / Atomic Absorption Spectrophotometer, Inductively Coupled Plasma Emission Spectrophotometer etc.
- Pay** : Rs.15,600 – 39,100 /- + G.P. Rs.6,000/-

LAST DATE OF RECEIVING APPLICATION IS “January 21st, 2011”

The application form may be downloaded from www.jaduniv.edu.in Complete application forms (7 copies along with copies of all certificates / testimonials) have to be submitted either **by post** to the ‘Registrar, Jadavpur University, Aurobindo Bhavan, 188, Raja S.C. Mallick Road, Jadavpur, Kolkata – 700 032’ or **in person** to the ‘Information office’ on all working days **within 11.00 a.m. to 4.00 p.m.** along with a **demand draft of Rs.500/- drawn in favour of “The Registrar, Jadavpur University”**. **Downloaded application form without demand draft will not be considered.**

Incomplete applications will be rejected.

REGISTRAR