



JADAVPUR UNIVERSITY
KOLKATA – 700 032

Ref. No.

Dated : 05.10.2016

EMPLOYMENT NOTIFICATION NO : A2/C/10/2016

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

1. Junior Mechanic : Seven posts (SC-2, OBC-A-1)
2. Junior Assistant Cum-Typist : Nine posts (SC-2,ST-1,DA-1,OBC-B-1)
3. Technical Assistant Gr.-II : Three posts (ST-1, OBC-A-1)

Qualifications:

Essential:

- For Sl.No.1 : H.S./SF plus training/class VIII plus proficiency certificate from ITI or equivalent recognized institution.
- For Sl.No.2 : Higher Secondary or its equivalent Examination recognized by the Council of Higher Secondary Education, West Bengal with typing speed of at least 40 words per minute.
- For Sl.No.3 : B.Sc./Diploma in Engineering recognized by the State Council of Technical Education.

Desirable:

- For Sl.No.1 : Training /Proficiency certificate in the following areas: Electronics/Electrician/Turner/Fitter/Foundry/Computer Operator/Machinist/Carpenter/Plumber/Instrument Mechanics/Pump operator/Telephone operator etc. from ITI or equivalent recognized institution/handling in Press.
- For Sl.No.2 : Basic knowledge in computer including the knowledge on word processing/spread sheet/accounting Softwares from a recognized institute.
- For Sl.No.3 : Experience in handling scientific laboratory equipments/machines/computer/Electrical equipment/software or digital circuit/Electronic equipment/Structural or concrete or soil mechanic/Chemical laboratory etc/Press & Printing.

Scale of Pay

- For Sl.No.1 & 2 : Rs. 7200- 25400 with Grade Pay Rs.3300
- For Sl.No.3 : Rs. 9000- 28300 with Grade Pay Rs.4400

- Age** : 18-40 years (Age relaxation as per norms, for SC/ST/Differently Abled and OBC candidates 5 and 3 years respectively)



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Deadline for submitting application is “31.10.2016 (by post)”

1. Blank application form in ‘pdf’ format is available at the JU website : www.jaduniv.edu.in
Download the application form for filling up.
2. Please pay the application fee of Rs. 250/- (Rs.125.00 for SC/ST/DA categories) by **Demand Draft** drawn in favour of “**Registrar, Jadavpur University**” payable at **Kolkata**.
3. Fill up the blank application form and send the complete application form along with attested photocopies of all certificates , testimonials and Demand Draft to the **Registrar, Jadavpur University, Post Box No. 12026, Cossipore Post Office, Kolkata – 700 002**.
4. **Please super scribe the envelop with the name of the post applied for and the Advertisement No.**
5. Those who are already in service should apply through proper channel.
6. Canvassing in any form will disqualify a candidate.
7. Mere application does not guarantee a call for test/interview. Selection will be made as per university selection procedure. University reserves the right for selection.
8. **All qualifications, experience, age limit will be recognized up to 31.10.2016.**
9. Please follow JU website for any update / notifications time to time regarding above selections.
10. University will not be liable for any kind of postal delay.
11. Incomplete applications will be rejected without any intimation.
12. Apply separately for more than one post paying fees accordingly.
13. The vacancies created in addition to the Advertisement No. A2/C/2/2016 dt. 04.02.2016. So, those applied vide advertisement no. A2/C/2/2016 dt. 04.02.2016 need not apply further. Selection will be done on the basis of applications received against both advertisements together.
14. Reservation of internal candidates is according to G.O. No. 416-Edn(U)/1U(C)-06/12 dated 16.04.2013.

Incomplete applications will be rejected.

REGISTRAR