



**Advertisement for recruitment at the Centre for Studies in Cultural Diversity
And Wellbeing**

An interview will be held for the post of Project Personnel (for Office Assistant) under the Jadavpur University budget for *Centre for Studies in Cultural Diversity and Wellbeing*, Jadavpur University, Kolkata, in its office premises (ground floor, JUTA building, opposite to TEQIP Building) on **Monday, 23rd March, at 3 p.m.**

Project Personnel (for Office Assistant): 1 post

Essential Qualification:

1. Graduation preferably in the field of commerce or management.
2. Minimum 2 to 3 years of experience in handling office accounts, good knowledge of computers and English writing.

Remuneration: ₹14,000.00 consolidated per month.

Contract Period: 1st April, 2020 to 31st March, 2021.

Last date of form submission: 16.03.2020

List of eligible candidates for interview: 20.03.2020

Interview: 23.03.2020

Application in prescribed form to be obtained from the Information Centre, Jadavpur University with all the requisite testimonials to be submitted prior to the interview.