

Wanted Non-Teaching staff at Jalangi Mahavidyalaya

Two Non-Teaching staff are required at Jalangi Mahavidyalaya in the following posts as per G.O no 1320 – Edn (CS)/4E – 09/2018 dated 20.11.18:

Name of the post	No of posts	Pay Band	Grade Pay	Category (UR/SC/ST/OBC)
Clerk (L.D.)(Group C)	1 (one)	Rs 5400-25200/-	Rs 2600/-	SC
Laboratory Attendant (Group D)	1 (one)	Rs 4900 – 16200/-	Rs 1700/-	UR

**For Clerk (L.D) (Group C) Post (Only SC candidates can apply for this post)**

1. **Eligibility criterion** – Madhyamik or equivalent examination. Knowledge in computer. Candidate must be a citizen of India.
2. **Age limit** – (SC category) Minimum 18 years and maximum 45 years as on 1.1.2020.
3. **Selection procedure:**
  - a> Written examination of 150 marks (Mathematics, English and Mental Aptitude)
  - b> Computer application test of 50 marks
  - c> Interview – 20 marks
  - d> Candidates engaged in contractual or temporary mode in the concerned college for a period of more than two years shall get additional five marks as work experience in interview as compared to other candidates provided the candidate is within the prescribed age limit.
  - e> Persons having knowledge in computer operation in M.S.Office may get preference.
4. **Note:**

- a> Eligible candidates will be sent call letters notifying the date of examination and interview.
- b> Date of application starts from 6.3.2020.
- c> Applications will be accepted through post only. Candidate should not come to the college campus to submit application. Applications must reach the college authority by 20.3.2020. Applications received after this date will not be considered.
- d> The entire recruitment process will be carried out as per State Government norms.
- e> Candidates should apply as per the given proforma.
- f> Eligible candidates are requested to apply with testimonials & self-addressed envelope (10" X 4") affixing postal stamp worth Rs 25.00 (Twenty Five) within 20.3.2020 (12:00 noon) to the Teacher-in-charge, Jalangi Mahavidyalaya. Original documents will be checked and verified on the date of examination and interview.

## **For Laboratory Attendant (Group D) post**

**Walk in Interview on 20.3.2020**

**Reporting Time: 11 a.m. Interview Time: 12 noon (Bring all original documents and a set of self attested photocopies at the interview)**

1. **Eligibility criterion** – Minimum qualification of class VIII pass from any school recognized by and affiliated to any Board/Council or equivalent. Work experience and knowledge in computer operation is desirable. Candidate must be a citizen of India.

2. **Age limit** – General Category: Minimum 18 years and maximum 40 years as on 1.1.2020.

SC and ST category: Minimum 18 years and maximum 45 years as on 1.1.2020.

OBC-A and OBC-B: Minimum 18 years and maximum 43 years as on 1.1.2020.

3. **Selection procedure:**

a> Interview of 30 marks

b> Candidates engaged in contractual or temporary mode in the concerned college for a period of more than two years shall get additional five marks as work experience in interview as compared to other candidates provided the candidate is within the prescribed age limit.

c> Persons having knowledge in computer operation in M.S.Office may get preference.

The entire recruitment process will be carried out as per State government norms.

Sd/-

Teacher-in-charge

Jalangi Mahavidyalaya