



JAMIA HAMDARD
(Deemed to be University)
Hamdard Nagar, New Delhi- 110062
“Accredited by NAAC in ‘A’ Category”

Dated:16.11.2023

WALK-IN-INTERVIEW ON 18.11.2023 (SATURDAY AT 10.00 AM)

Jamia Hamdard (JH) is a deemed to be University, declared by the Government of India, Ministry of Education vide Gazette Notification dated 10th May, 1989. JH is a research oriented organization and ranked in the top 50 Universities in India and also ranked 2 in Pharmacy category in NIRF-2023. Applications are invited from the eligible candidates for the following Non-teaching posts in the Jamia Hamdard on Contractual basis as detailed below.

Post Code	Name of Post	No. of Posts	Minimum Qualification	Salary (per month)
01.	Computer Operator	01	1. Bachelors' degree in any discipline. 2. Diploma in Computer Programming from a reputed institute/University or “A” level Diploma of DOEACC. 3. At least one year experience of operation of time sharing computer system, using office automation software. Age: Preferably below 25 years	Rs. 25,000/-
02.	Junior Engineer (Civil)	01	1. Three years Diploma in Civil Engineering. 2. At least three (03) years of experience in civil construction after obtaining Diploma OR Bachelor's degree in Civil Engineering Age: Preferably below 25 years	Rs. 25,000/-
03.	Supervisor (Civil)	01	Three years Diploma in Engineering in the concerned discipline. OR ITI in Engineering Trade with at least two (02) years experience in the relevant field. Age: Preferably below 25 years	Rs. 21,000/-
04.	Electrician/Operator	01	1. Certificate from ITI or from a recognised technical institution in the concerned trade with one-year practical experience in relevant field. 2. Wireman License of Electrical Inspector. Age: Preferably below 25 years	Rs. 19,000/-
05.	Helper	01	Class VIII passed Age: Preferably below 25 years	Rs. 17,500/-

NOTE:

01. Salary would not be a constraint for experienced candidates for the posts at serial no. 1 & 2.
02. Interested Candidates having the above qualification & experience may come for a walk in interview with details as per enclosed application format, detailed CV, attested copies of certificates and testimonials along with the details as per enclosed application format at **10.00 A.M. on 18.11.2023 (Saturday)** in the **Board Room, Ground Floor, Computer Centre, HMSC Library Building, Jamia Hamdard, New Delhi-110062.**
03. **No candidate will be allowed for walk in interview, if reported after 11.30 AM.**
04. The Jamia Hamdard reserves its right to fill or not to fill the above positions. No. of positions may increase or decrease depending upon the requirements.
05. No TA/DA shall be payable for attending the same.

Sd/-
REGISTRAR

Copy for wide publicity to:

1. Mr. Rahil Beg, System Analyst- to get it uploaded on Jamia Hamdard website.
2. AR/Secretary to Vice-Chancellor/PA to Registrar



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Application Form for Non- Teaching Positions (Contractual Basis)

1. Post applied for :
2. Name :
3. Father's/Husband's Name :
4. Date of Birth: :
5. Marital Status : Married/Unmarried
6. Communication Address :
- Pincode:
- Work Phone :
- Residence Phone :
- Email :

7. Educational Qualifications (In chronological order from Secondary School onwards)

Degree	Subject(s) Specialization	Division	Percentage of Marks	Year of Passing	University/ Institution

8. Employment Records: (In. chronological order starting from the present job):

Name & Address of Organization	Designation	Period (From – To)	Nature of Duties	Pay Scale/ Details

9. **DECLARATION:**

I certify that the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed/distorted. If I am found to have concealed/distorted any material information my appointment shall be liable to be summarily terminated without notice/compensation.

Date:

Place:

Signature of the Candidate