

# कालिन्दी महाविद्यालय

(दिल्ली विश्वविद्यालय)  
पूर्वी पटेल नगर, नई दिल्ली-110008  
☎ : 011-25787604 ; Fax No.: 011-25782505  
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# KALINDI COLLEGE

(University of Delhi)  
East Patel Nagar, New Delhi-110008  
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18.1.2016

## NOTICE

### WALK – IN- TEST / INTERVIEW

The college shall conduct Walk-in-Test for the Non-Teaching posts (purely on contract basis) as mentioned below :-

S.No	Name of the Post	No. of Post	Category	Consolidated Salary Per Month(Rs.)	Date and Time of Test	Interview for the shortlisted candidates
1.	JACT	1	UR	15,800/-	24.1.2016 at 11.00 a.m.	25.1.2016 at 01.00 p.m.
2.	MTS Lab Attendant, Department of Journalism	1	UR	11,000/-	24.1.2016 at 11.00 a.m.	25.1.2016 at 02.00 p.m.

#### Essential Qualification and Experience for the post of JACT (Jr. Assistant)

1. A Senior Secondary School Certificate (+2) or its equivalent qualification from a recognized Board /University / Institution with at least 50% marks or a Graduate from a recognized University, and Diploma / Certificate of minimum 6 months duration in Computer Application/ Office Management/ Secretarial Practice / Financial Management / Accounts or equivalent discipline.

OR

Graduate Degree in Computer Application / Office Management / Secretarial Practice / Financial Management / Accounts or equivalent discipline from a recognized University.

2. Having a typing speed of 40 w.p.m. in English or 30 w.p.m. in Hindi Typewriting through Computers.

**Maximum Age Limit: 27 years (Age relaxation as per rules)**

#### Essential Qualification and Experience for the post of MTS Lab:-

A senior Secondary School Certificate (10+2) or its equivalent qualification from a recognized Board / University / Institution with at least 50% marks.

Certificate of minimum 6 months duration in Computer Application/ Office Management/ Secretarial Practice / Financial Management / Accounts or equivalent discipline.

**Maximum Age Limit: 27 years (Age relaxation as per rules)**

*Candidates are required to bring all the documents / testimonials in original alongwith a set of photocopy self attested and a copy of CV. The candidates who are presently working will have to submit*

*"No Objection Certificate" from the current Employer.*

Please Note:

1. The appointment of the candidate shall be for three months initially, which may be renewed, if necessary. However, the appointment shall be terminated when the regular employee joins the post.
2. The college reserves the right to change the nature and/or to abolish any or all posts without assigning any reason.

  
PRINCIPAL