

Director B.C.U.D. / 3050

Date 28 / 12 / 2012

PVIDEVI/NOTE/703
26/12/12

UGC Cell for Dr. D. S. Kothari Postdoctoral Fellowship Scheme

Applications are invited for the post of Office Assistant (OA) as per the following details

[Contractual Positions for 2 years, initially for 1 year]

The purpose of the project is to develop and use a web-based system for selecting postdoctoral Fellows under the UGC program.

Office Assistant (OA) : 1 post

Educational Qualifications: at least S.S.C Exam Pass.

Experience : Minimum experience of two years in the areas listed in job description.

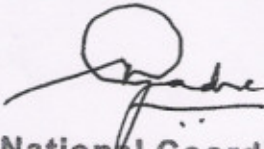
Age : Not above 25 years.

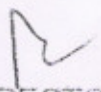
JOB DESCRIPTION :

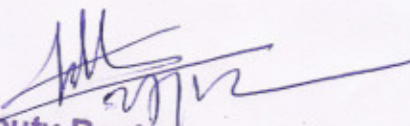
1. Any tasks assigned such as cleaning the office, filling, visiting nearby places for official works, post office related works etc.
2. Consolidated compensation of Rs. 8,000/- p.m.

Applications may be sent by e-mail to dskpdf@unipune.ac.in along with 1 page CV. A printed signed copy can be brought at the time of interview. Last date of receipt of Applications by e-mail: February 8, 2013.

The interviews will be held in February/March 2013. Those called for interview will be informed the exact time and place for interview by email/phone.

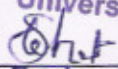

The National Coordinator
Dr. D. S. Kothari Postdoctoral
Fellowship Programme of UGC
University of Pune
Pune - 411 007.


DIRECTOR
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OF SCIENTIFIC COMPUTING
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Deputy Registrar
Planning & Development
University of Pune


Director
B.C.U.D.


offg. Registrar
University of Pune


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