

BHATTADEV UNIVERSITY, BAJALI

RECRUITMENT NOTIFICATION – No. NTS/1

Memo No. Bhatt.U/ Reg./Recruitment Notice/2019/57

Date: 24/09/2019.

Applications on plain paper supported with up-to date bio-data and testimonials are invited from the candidates for appointment of the following posts of Bhattadev University, Bajali. The appointment shall be purely temporary. The selected candidates shall have no claim for regular appointment in the university against any Permanent Post by virtue of the appointment.

Name & Nos of Posts -	(1) Multi Tasking Assistants (MTAs)	-	03 Nos.
	(2) Assistant Project Engineer (Civil)	-	01 Nos.
	(3) Guest Faculty (Law)	-	01 Nos.

Minimum Qualification –**(1) Multi Tasking Assistants. (MTAs)**

MTA 1 - (General assistance in the office of the Registrar)

Bachelor's degree from a reputed University with a minimum of 60% marks in all examinations starting from of HSLC.

MTA 2 - (General assistance in the office of the Controller of Examinations)

Bachelor's degree from a reputed University with a minimum of 60% marks in all examinations starting from of HSLC.

MTA 3 - (General assistance in the office of the Finance Officer)

B.Com (Accountancy Major) degree from a reputed university with a minimum of 60% marks.

(2) Assistant Project Engineer (Civil)

Bachelor's degree in Civil Engineering from a reputed university with 65% marks in final examination. Experience in the field will be preferable.

(3) Guest Faculty (Law)

LLM degree from a reputed university. Interest in law education will be most desirable.

Other Qualification –

Good Proficiency in the handling of computers and in the use of relevant software.

Tenure of engagement-

Initially for a period of 01 year. But, the engagement may be renewed for further period based on their performance.

Remuneration-

Multi Tasking Assistants.	Rs. 20,000/- (Twenty Thousand) per month.
Assistant Project Engineer (Civil)	Rs. 25,000/- (Twenty Five Thousand) per month.
Guest Faculty (Law)	Rs. 25,000/- (Twenty Five Thousand) per month.

Age- Not less than 21 years and more than 32 years on the last day of application.**Selection Procedure: (MTAs)**

Selection shall be made on the basis of written test (MCQ and Descriptive type), Computer Test followed by an Interaction Component, for which the distribution of marks shall be as given below.

Sl No.	Components of Test	Distribution of Marks	Total Marks
1	Written Test (MCQs & Descriptive Questions) (Total 80 questions of 1 mark each and two questions of 10 mark each to be completed in one & Half hours	General Knowledge - 15 Marks General Arithmetic - 20 Marks Test of Reasoning -20 Marks English Language - 25 Marks	80
		English Language - 20 Marks (Descriptive)	
2	Test on Computer Proficiency for Multi Tasking Assistants.	To be conducted by a Board of Experts	50
3	Academic Qualification/Experience	HSLC HS Graduation	20
4	Experience in relevant field		5
5	Interaction	To be assessed by the Committee	25
Grand Total-			200

Assistant Project Engineer (Civil) & Guest Faculty (Law). Personal appearance before a Selection Committee.

Applications with self attached Certificate, Mark sheet, Proof of Age etc. must reach the office of the undersigned by last date.

The last date receipt of application is **04-10-2019**

Bhattadev University, Bajali