



JADAVPUR UNIVERSITY
KOLKATA – 700 032

Dated : 25.08.2021

EMPLOYMENT NOTIFICATION NO : A2/C/ 4 /2021 dt. 25.08.2021

The University invites applications from Indian Nationals in the prescribed form for the following posts :

1.	Sub-Assistant Engineer Gr-III	:	a) Electrical- Two posts (ST-1,OBC-A-1) b) Mechanical- Two posts (SC-1, Differently abled-1)
2.	Senior Superintendent (Section Officer)	:	One post (for UGC-HRDC) (Non-Promotional)

Essential Qualifications:

For Sl.No.1	:	For a) & b) Electrical & Mechanical: i) Diploma/Licentiate in Electrical/ Mechanical Engineering recognized by the State Council of Technical Education. ii) At least 3 years' experience in maintenance work in a Govt./ Quasi Govt./Semi-Govt./Autonomous bodies/PSUS/Universities/reputed Engineering concern etc. in respective field.
For Sl.No.2	:	A Bachelor Degree from a recognized University with at least 5 years experience in supervisory capacity in a University/Academic/Research organization.

Desirable Qualifications:

For Sl.No.1	:	For a) Electrical: Bachelor in Electrical Engineering with experience in site supervision/bill preparations /estimation /individual planning and execution of new work/maintenance of electrical infrastructure of townships, campus, factory etc. For b) Mechanical: Experience involving General maintenance of various electro-mechanical devices like pumps, motors connected with building & premises including sanitary-plumbing and water supply installation, roads, sewage, line in any Govt./Semi-Govt./Pvt. Organization in respect of supervision of work, checking lay out of work and certifying the contractors bills as per P.W.D. norms and such other works as necessary.
For Sl.No.2	:	Experience in similar jobs.

Scale of Pay:

For Sl.No.1	:	Rs. 35800 at Pay Level 8 (Rs.35800-92100)
For Sl.No.2	:	Rs. 37100 at Pay Level 9 (Rs.37100-95500)



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Age

For Sl.No.1	:	18-40 years (Age relaxation as per norms, 5 years for SC/ST/ and 3 years for OBC-A/Differently abled candidates.
For Sl.No.2	:	Minimum 30 years (Valid document has to be submitted as proof of age. Age relaxation will be allowed to candidates having experiences as mentioned under Desirable Qualifications.)

Note for the posts of Sub-Assistant Engineer:

Since, the nature of jobs are of emergency services requiring urgent attendance, the prospective candidate on joining have to stay at university allotted qtrs.

NB:

- 1) Empanelled project staff till engaged as project employees and listed in the panels approved by the University (vide EC Res. No. 16 dt.28.05.14 and 39 dt. 27.06.14) for different University approved projects/schools etc. and the contractual non-teaching staff of the university working till date may also apply provided they have required qualifications for the posts.
- 2) Internal staff members , Empanelled project staff and the contractual non-teaching staff of the university working till date should submit their application directly to the **Personnel Section** duly forwarded by the Head / Incharge / Officer of the respective departments /sections of the University following guidelines as mentioned below.

Deadline for submitting application is “10.09.2021” (Payment link closes at 12 Noon)

Filling up / submission of Application Form and other related instructions:

1. Blank application form in ‘pdf’ format is available at the JU website : www.jaduniv.edu.in
Download the application form for filling up.
2. Please pay the application fee of Rs. 250.00 (Rs. 125.00 for SC/ST/DA categories) as indicated in the JU website (www. jaduniv.edu.in). Follow instructions for making payment and take print out of the receipt of payment / challan obtained. For making online payments,(a) Net banking, (2) Debit / Credit / Rupay card, (C) challan (for making cash payment at SBI branches) options will be available. Use anyone of the options for making payment.
3. Fill up the blank application form and send the complete application form along with attested photocopies of **all certificates and testimonials, and a copy the receipt of payment / challan**, strictly to the ‘**Registrar, Jadavpur University, Kolkata - 700032**’.
4. **Please super scribe the envelop with the name of the post applied for and the Advertisement No.**
5. Those who are already in service should apply through proper channel.



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6. Canvassing in any form will disqualify a candidate.
7. Mere application does not guarantee a call for test/interview. Selection will be made as per university selection procedure. University reserves the right for selection.
8. **All qualifications, experience, age limit will be recognized up to the Last date of Application.**
9. **Application submitted/sent to addresses other than that given at Sl.No.(3) will not be considered.**
10. Please follow JU website for any update / notifications time to time regarding above selections.
11. University will not be liable for any kind of postal delay.
12. Incomplete applications will be rejected without any intimation.
13. Apply separately for more than one post paying fees accordingly.
14. Those who applied earlier against the Advt.No.A2/C/9/2017 dated 01.02.2017(Ref.No.REC/N/409/17 for the post of Senior Superintendent (Section Officer) need to apply again. But they need not pay application fees provided copy the document for earlier application fees is submitted along with this application.

REGISTRAR