



NOTIFICATION FOR WALK-IN-INTERVIEW

A walk-in-interview will be held for selection of following hostel staff, which will be purely on **ad-hoc** basis for a period of **six months** as per hostel requirements and on consolidated pay as indicated below. Selected candidates shall work in various hostels/hostel offices as per the duty time followed, immediately on intimation of selection. They will not have any claim to continue the engagement in any post under NITC Hostels beyond the term of appointment.

CANVASSING IN ANY FORM WILL LEAD TO DISQUALIFICATION

Sl. No	Category (Name of the Post)	Essential requirements	Desirable	Monthly Remuneration (₹)
01	Care Taker (Male – Age: 28 years and above as on 01.12.2023)	1.Degree in any stream from a recognized university or 3 year Diploma in Commercial Practice from a recognized board under Government. 2.Certificate regarding knowledge of office automation, word processing and computer operation or equivalent. 3.Three years experience in a reputed institution.	1.Experience in Hostel Accounting, Mess Management, Mess Accounting and student guidance in a hostel of a reputed institution. 2.Language proficiency in English, Hindi & Malayalam	21,632.00
02	Care Taker (Female – Age: 28 years and above as on 01.12.2023)	1.Degree in any stream from a recognized university or 3 year Diploma in Commercial Practice from a recognized board under Government. 2.Certificate regarding knowledge of office automation, word processing and computer operation or equivalent. 3.Three years experience in a reputed institution.	1.Experience in Hostel Accounting, Mess Management, Mess Accounting and student guidance in a hostel of a reputed institution. 2.Language proficiency in English, Hindi & Malayalam	21,632.00
03	Office Assistant (Age: 25 years and above as on 01.12.2023)	1.Degree in any stream from a recognized university or 3 year Diploma in Commercial Practice from a recognized board under Government. 2.Certificate regarding knowledge of office automation, word processing and computer operation or equivalent. 3.Three years experience in a reputed institution.	1.Experience in Hostel Accounting, Mess Management, Mess Accounting and student guidance in a hostel of a reputed institution. 2.Language proficiency in English, Hindi & Malayalam.	21,632.00
04	Supervisor (Maintenance – Electrical/Civil) (Age: 35 years and above as on 01.12.2023)	1.Three year Diploma in relevant trade with first class. 2.Five years experience as Maintenance Supervisor (Electrical/Civil/equivalent in a reputed institution).	1.Computer Knowledge 2.Language proficiency in English, Hindi & Malayalam.	21,632.00

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CHAIRPERSON
COUNCIL OF WARDENS
NITC HOSTELS

21/11/23 21/11/23

05	Supervisor (Attendant's - Boys Hostel, night duty, Age: 40 years and above as on 01.12.2023)	1.Degree in any stream from a recognized university/Board. 2.Ex-service man.	1.Three years experience in any similar supervisory post. 2.Computer knowledge. 3.Language proficiency in English, Hindi & Malayalam.	21,632.00
06	Attendant (Electrical/ /Civil) (Age: 25 years and above as on 01.12.2023)	1.Pass in SSLC and ITI/ITC/ equivalent certificate in relevant trade. 2.Three years experience as Electrician/ Technical Assistant (Civil) in a reputed institution.	Language proficiency in English, Hindi & Malayalam.	18,434.00
07	Attendant (Office/Store) (Age: 25 years and above as on 01.12.2023)	1.Pass in SSLC 2.Three years experience as Peon/Office Attendant/Purchase Attendant/ equivalent in a reputed institution.	Language proficiency in English, Hindi & Malayalam.	16,328.00

Interested candidates shall appear for a walk-in-interview as per the schedule given below with all original certificates of their qualification, experiences, proof of age and identity. No TA/DA will be paid for attending the interview.

Sl.No. 01 to 03 Date: 12.12.2023 Time of reporting: 9.30 AM Venue: Hostel Main Office

Sl.No. 04 to 06 Date: 13.12.2023 Time of reporting: 9.30 AM Venue: Hostel Main Office

Sl.No. 07 Date: 13.12.2023 Time of reporting: 2.00 PM Venue: Hostel Main Office

5-17-2023
Chairperson
Council of Wardens
CHAIRPERSON
COUNCIL OF WARDENS
NITC HOSTELS
21/11/23
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