GAYA COLLEGE OF ENGINEERING, GAYA

Sri Krishna Nagar, Via- Buniyadganj, Khizarsarai, Gaya, Bihar, 823003

Ref. No: GCE/TEQIP-III/1151/2020-21

Date: 21.01.2021

NOTICE

With reference to notification no. GCE/TEQIP-III/1060/2020-21 dated 04.01.2021, regarding "Walk-in Interview" for the post of Office Assistant on temporary contract under TEQIP-III for the project tenure. The latest advertisement in the newspaper was published on 10.01.2021. As per terms and conditions mentioned in the advertisement the last date for the submission of application will be 24.01.2021 at 05:00 PM. No any application will be considered after the last date of submission.

Principal
(Dr. Anil Kumar)
Gaya College of Engineering, Gaya

21/01/2021
Principal
Gaya College of Engineering
Gaya

21/01/2021
PROGRAM MANAGER
GAYA COLLEGE OF ENGINEERING
GAYA

Scanned with CamScanner

GAYA COLLEGE OF ENGINEERING, GAYA

Sri Krishna Nagar, Via- Buniyadganj, Khizarsarai, Gaya, Bihar, 823003

Ref. No.: -.GCE/TEQIP-III/1060/20-21

WALK-IN INTERVIEW

Walk-in-interview will be held for engagement of Office Assistant as contractual basis at Gaya College of Engineering, Gaya (TEQIP-III). Selected candidate will get consolidated pay @ Rs.: 30000/- per month.

Detailed advertisement is available on the college website www.gcegaya.ac.in . A complete filled application form with essential attachment (Educational Qualification, Experience etc.) must reach the undersigned of the on or before 15 days(after advertisement published) at Gaya College of Engineering, Gaya during office hour. After submission of application candidates will have to turn up on the date of interview. No interview latter will be issued separately. List of shortlisted candidate will be published on website.

The interview of shortlisted candidate shall be held at the Principal Chamber of the Gaya College of Engineering, Gaya on 28/01/2021 at 11:30 A.M.

S.No	Post	Qualification	Consolidated pay per month	Date of Walk-in-Interview
1	**Office Assistant Age Criteria:-** should not exceed 50 yrs as on date of Advertisement.	Graduate in any discipline from Govt. recognized Institute. Minimum 03 years' experiencein any govt. organization/PSU/Educational Institute/reputed firm. Knowledge of office procedure. Good knowledge of computer application and secretarial practices. Knowledge of English, Hindi typing. **Mode of engagement**- On a contractual (temporary) basis for a project period (subject to review of performance on annual basis).	30,000.00	28-01-2021 11:30 A.M.

Essential qualification will be as per advertisement given on website www.gcegaya.ac.in.

N.B.-1. Only selected candidate will be intermitted.
2. NO TA/DA will be paid.

Principal, GCE, Gaya.

PR. No. 010777(RWD) 2020-21

Scanned with CamScanner