



# Motilal Nehru College

(University of Delhi)

Ref. : MNC/BJM/ 2018/ 822

Benito Juarez Marg,  
New Delhi-110021

Date : .....  
23.08.2018

Applications are invited on plain paper containing all relevant details along with photocopies of certificates & testimonials (self-attested) in respect of qualifications and experience for the post of Junior Assistant on Contractual Basis:-

S. No	Name of post	No. of post	Age	Qualification
1.	Junior Assistant on contractual basis with consolidated Salary of Rs. 18960/- p.m.	01 UR-01	27 years	<p><b>Essential Eligibility Condition</b></p> <p>A Senior Secondary School Certificate (+2) or its equivalent qualification from a recognized Board / University/ Institution with at least 50% marks or a Graduate from a recognized University,</p> <p>AND</p> <p>Diploma/ Certificate of minimum six months duration in Computer Application/ Office Management. Secretarial Practice/ Financial Management/ Accounts or equivalent discipline.</p> <p>OR</p> <p>Graduate Degree in computer Application/ Office Management/ Secretarial practice / Financial Management/ Accounts or equivalent discipline from a recognized University</p> <p>2. Having a typing speed of 40 w.p.m. in English or 30 w.p.m. in Hindi Typewriting through computer.</p>

Last date for applying to the post is 31.08.2018 (Friday)

  
Acting Principal