



ANNA UNIVERSITY
SARDAR PATEL ROAD, CHENNAI 600 025

APPLICATIONS FOR TEMPORARY NON-TEACHING POSTS (DAILY WAGES)

Ref : Advertisement No. 001/DW/PR30/2020, dt. 07 .09.2020

Applications are invited from eligible, interested, suitable candidates for various Non – Teaching post (Daily Wage Basis) for Anna University, Chennai – 600 025. The applicant should have the following qualifications.

POST DETAILS

Sl. No	Name of the Designation	No. of Post	Qualification	Salary (Per day)
1.	Professional Assistant II	6	M.C.A./M.B.A/M.Com/M.Sc. Preferably M.Com degree	Rs. 713/-
2.	Clerical Assistant	13	Any Degree (Arts and Science) with Computer knowledge	Rs. 448/-
3.	Peon	6	VIII Std pass	Rs. 391/-

In case there is more number of applicants, a written test will be conducted to select the candidates.

The duly filled in application in the prescribed format along with copy of all necessary certificates should be submitted at the following address in person or by post on or before 19/9/2020, 5.00 p.m.


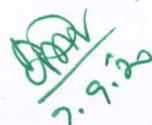

The Registrar
Anna University,
Chennai – 600 025.

Superscribe the envelope as “ Application for the post of

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General Instructions:

1. Only shortlisted candidates will be called for the interview. The actual date and time of interview will be intimated to the candidates.
2. Candidates should appear for the interview with their original certificates and on their own expenses.
3. The appointment is purely temporary and the duration will be six months which may be extended depending on the performance and on requirement basis with periodical break.
4. Selected candidates shall report for duty immediately.
5. The selection criteria would be as per the guidelines of Anna University.
6. The applicant will be responsible for the authenticity of information and other documents submitted.
7. Write the name of the post, on top of the envelope.
8. Duly filled in application along with enclosed self attested photocopies of relevant certificates. Incomplete forms will be rejected.
9. Full address, name of the district and pin code should be clearly mentioned in the envelope.
10. The selection committee decision will be final


REGISTRAR

7.9.20

7/9/20

APPLICATIONS FOR TEMPORARY STAFF ON DAILY WAGES BASIS**Post applied for :****Ref: Advertisement No. 001/DW/PR30/2020, dt. 07.09.2020**

1.	Name (in Block Letter) with initials at the end	:									Affix recent Passport size Photograph	
2.	Address for Communication	:										
3.	Mobile Number (Valid and functional)	:										
4.	Nationality	:										
5.	Community	:										
6.	Gender	:										
7.	Date of Birth	:	D	D	M	M	Y	Y	Y	Y	Age	
											Years	Months
8.	Educational Qualification (s):											
	Qualifications	Specialization	Board / University / Institution				Year of Passing	Percentage / CGPA				
	P.G											
	U.G											
	HSC											
	SSLC											
	VIII STD											
9.	Additional Information (if any):											

10.	Experience						
	Name of the Organization	Designation	Period		Nature of Work	Total Experience	
			From	To		Years	Month

Declaration

I declare that the information furnished above is true and correct to the best of my knowledge and belief, and that no related information is concealed. If any discrepancy is found at any stage, **Anna University, Chennai, shall cancel my selection / candidature.**

Signature of the Applicant

Place :

Date :