



**ANNA UNIVERSITY**  
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Reference No.NSS/PR20/2021

Dated: 14.12.2021

**APPLICATION FOR THE POST OF NSS PROGRAMME CO-ORDINATOR (PART – TIME)  
OF ANNA UNIVERSITY, CHENNAI -25**

Applications in the prescribed format are invited for the post of NSS Programme Co-ordinator (Part time) of Anna University, Chennai-25 from CEG, MIT, A.C.Tech. and SAP Campuses only.

**QUALIFICATIONS OF THE PROGRAMME CO-ORDINATOR**

- Reader/Senior Lecturer in the University
- Must have been a programme officer (NSSO for at least three years)
- Must have undergone NSS orientation in a TOC/TORC
- Not more than 50 years of age at the time of Selection as Co-ordinator

Selected candidates will be appointed initially for the period of 3 years extendable by one year.

Kindly send the duly filled in application form along with relevant enclosures to

**The Registrar,  
Anna University, Chennai – 600 025.**

Last date for the receipt of applications:-----

14.12.2021 5pm

Candidates should appear for the interview with relevant original certificates.

No TA/DA will be paid for attending the interview.

// BY ORDER //

f. R. 2/12  
**REGISTRAR i/c.**

22/11/21



## ANNA UNIVERSITY

## PROFORMA FOR APPLICATION FOR NSS PROGRAMME COORDINATOR (PART TIME)

Campus : CEG / AC Tech /SAP /MIT

1	Name of the Applicant	:	
2	Official Address with Mobile No.	:	
3	Whether the applicant served as programme Officer (Attach copy of certificate/proof).		Yes / No
4	Whether the programme Officer attended training Course at ETI/ToC (Attach copy of certificate).	:	Yes / No
5	Details of activities carried out as NSS PO in Regular Activities during his/her tenure (attach detailed report, action photos, paper clippings etc.)	:	
6	Details of the activities and assets created in the adopted village during special camp organised by applicant as PO (attach report, invitation, action photos, paper clippings appreciation letters and monetary value of assets created etc.)	:	
7	Whether the applicant received as a PO any Award or any appreciation during his/her tenure (attach supporting documents & photo).	:	
8	Details of University / State / National level programs attended /organized by the applicant as a Programme Officer during his/her tenure (attach supporting documents & photo).	:	
9	Other Details , if any	:	

Signature of the Applicant

Recommendation of the Dean with Signature and Office Seal

**Eligibility:**

- The applicant must have been a NSS Programme Officer for minimum of three years at college level.
- The applicant must have attended NSS orientation at ETI/ToC.
- The applicant should not be more than 50 years of age at the time of selection as coordinator.

Note: Completed Performa with all the supporting documents should reach:

The Registrar, Anna University, Chennai-25 on or before 14.12.2021 → 5.00 p.m.