

DEPARTMENT OF FORESTRY
COLLEGE OF AGRICULTURE, JNKVV, JABALPUR (M.P.)

No.HOD/FOR./ACD/2018/-1445

Date : 18/9/18

Walk in Interview

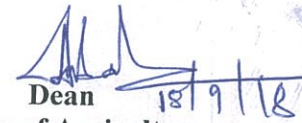
“ Walk in interview will be held in the office of the Dean, College of Agriculture, JNKVV, Jabalpur for the following position on contractual basis at 3 PM on 27.09.2018 under the project C-2 Res. (148) AICRP on Agroforestry in the Department of Forestry. Eligible and deserving candidates fulfilling all the requirements should bring their application at the time of interview giving full details of academic records and experience alongwith **passport size photograph and DD of 100/- (Non refundable) in favour of Dean, College of Agriculture, Jabalpur.**

S.No.	Name of the post	No of Post	Pay	Qualifications	
1	Office Assistant	01	8000/- Fixed per month	PGDCA, Hindi/English typing pass with working knowledge	Having minimum 05 years experience in office working, working knowledge of computer typing.

Terms and Condition:

1. Above position are purely temporary, time bond and co-terminus with the projects.
2. No TA/DA will be paid for appearing in interview.
3. All eligible candidates are requested to present 30 minutes before schedule time on the date of interview for necessary formalities.
4. Maximum age limit up to 35 years for candidate.
5. Application must be submitted in prescribed format available on JNKVV website (www.jnkvv.nic.in)
6. Dean's decision will be final and binding in all respects.

I PRO/Forestry/2018-19/62


Dean 18/9/18
College of Agriculture

Application Form for Office Assistant

(Details of application fee)	
DD/IPO No.	
Amount	
Date	

Passport size
photograph

1. Name of the post
2. Advertisement No
3. Name in full (in block letters)
4. Male / Female
5. Address :
 - (i) Present address (for correspondence)
 - (ii) Permanent home address
 - (iii) Phone / Mobile No.
6. Date of birth; and Age as on date of interview
7. Nationality
8. Examinations passed from High school onwards: (Please enclose copies of certificate/degree & mark-sheet/ Transcript etc. of each of the examinations.)

Examination	Name of Exam	Name of the University or other examining body	Percentage of marks/ OCGA obtained	Division	Year of passing	Subject(s) (Major)

9. Experience
10. Present / previous employment:

Name of the Post	Address of Employer	Date of joining	Date of Leaving	Duration of appointment	Reason for leaving

11. Additional information, if any

DECLARATION

I _____ declare that the entries made in this application form are true and correct to the best of my knowledge and belief.

Place

Date

Signature of the candidate