|  |
| --- |
| New Logo  **TAMIL NADU PHYSICAL EDUCATION AND SPORTS UNIVERSITY**  **(Estd. By the Govt. Of Tamil Nadu Under Act No.9 of 2005)**  **MELAKOTTAIYUR (P0), CHENNAI-600127** |
| **NOTIFICATION**  No.TNPESU/R2/Estt/GL/2018/002 Dated: 03-07-2018  Applications are invited from the eligible candidates for the post of Residential Hostel Supervisor as mentioned below:   |  |  |  |  | | --- | --- | --- | --- | | **S.No** | **Name of the Post** | **No of Posts** | **Qualification** | | **1** | **Residential Hostel Supervisor** | **2 Nos  (1 – Male, 1 –Female)** | Any degree with administrative experience, Knowledge of Computer Skills and Accounts will be preferred.  Age: As on 01.07.2018 -  Minimum 35 years to 45 Years | |
| * The Appointment will be purely **on temporary on a remuneration of Rs.15,000/- per month.** * The Cost of Application Form Rs. 250/- for SC/ST (should produce copy of community certificate) (certificate should be attached) and Rs. 500/- for Other Community. The Demand Draft shall be drawn in favour of **“The Registrar, Tamil Nadu Physical Education and Sports University”, payable at Chennai of any Nationalized Bank.** The application shall be downloaded from the University Website-www.tnpesu.org. * **The last date for submission of filled-in application form: 18.07.2018.** * **The Interview will be conducted on 20.07.2018 at 11.00 a.m. in the TNPESU Campus.** * The envelope containing the filled-in application should be superscripted with   “**Application for the post of “Residential Hostel Supervisor”**   **NOTE:**1. Eligible candidates applied for the above post are requested to attend the Interview   on \_20.07.2018 at 11.a.m.  2. Separate call letter for the interview will not be sent to the candidate.  3. No TA/DA will be given to attend the interview.  .**Date: 03-07-2018 Dr.T. Radhakrishnan,**  **Registrar** |

|  |  |
| --- | --- |
| **New Logo** | **TAMIL NADU PHYSICAL EDUCATION AND SPORTS UNIVERSITY**  **(Estd. by the Govt. Of Tamil Nadu Under Act No.9 of 2005)**  **MELAKOTTAIYUR (P0), CHENNAI-600127** |

**APPLICATION FOR THE POST OF RESIDENTIAL HOSTEL SUPERVISOR**

Advertisement No. No.TNPESU/R2/Estt/GL/2018/002 Dated: 03-07-2018

|  |  |  |
| --- | --- | --- |
| Application Fee Rs.  D.D./Challan No: Date:  Name of the Bank: Branch: |  | Affix Recent Passport size colour Photograph |

|  |  |  |  |
| --- | --- | --- | --- |
| 1. | Name in English  (Write the initial at the end) | : |  |
| Name in Tamil | : |  |
| 2. | Father’s /Husband’s Name |  |  |
| 3. | Date of Birth  (dd/mm/yyyy)  (Age as on01.07.2018) | : |  |
| 4. | Nationality | : |  |
| 5. | Caste/Religion | : |  |
| 6. | Community  (OC/SC(A)/ SC/ST/MBC/DNC/BC/BC(M)) | : |  |
| 7. | Whether Physically Challenged? If yes, specify: | : | No  Yes |
| 8. | Gender | : | M / F |
| 9. | Marital Status | : |  |
| 10. | Address for Correspondence  (with Aadhar Number, Email ,Phone & Mobile) | : |  |
| 11. | Permanent Address |  |  |
| 12. | Knowledge of Languages / Skills | : |  |

13. EDUCATIONAL QUALIFICATIONS: (Start from Highest)

(Enclose the self attested xerox copies of the Certificates)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl.No. | Examination Passed | Name of the University / Board | Division with % of Marks Obtained | Year of Passing |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

14. Administrative Experience (If any)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.  No. | Post Held | Institution | Nature of Responsibility | Duration | | | | |
| Year | Month | | | Days |
|  |  |  |  |  | |  |  | |
|  |  |  |  |  | |  |  | |

15.. Have you been imprisoned by any Court of Law for any Criminal or Civil Act? If so,

Give Details:

16, Names and Addresses of two Referees (All of them should be familiar with you)

|  |  |
| --- | --- |
| Name and Address | Name and Address |
|  |  |
| Phone: | Phone: |
| Email : | Email : |

17, Enclose testimonial received from two reputed

referees other than the above mentioned

two persons :

18. Minimum Joining Time required, if selected :

19. Any other information you may wish to furnish:

(Attach separate sheet if necessary)

20. List of Enclosures:

1.

2.

**Declaration** :

I declare that the foregoing information is correct to the best of my knowledge and belief. If at any time I am found to have concealed/distorted any material information, my appointment shall be liable to summarily termination without notice.

I also declare that I have not suffered any punishment so far in my carrier and that no disciplinary or criminal case is pending against me.

Place: Signature of Candidate

Date:

Endorsement of the Present Employer

(If already employed)

**Instructions to the Candidates FOR THE post of  
Hostel Residential supervisor**

1. The details of qualification are given in the Annexure - I
2. The Appointment will be purely **on temporary basis on a remuneration of Rs.15,000/- per month.**
3. The application form shall be filled- in, complete in all respects, giving correct information. Defective and incomplete application and those with wrong or false information will be summarily rejected.
4. For Women Hostel Supervisor, Widows / Destitute will be given preference
5. The applications received after the last date will be rejected and the cost of applications so remitted in any form will not be refunded.
6. The Cost of Application Form Rs. 250/- for SC/ST (should produce copy of community certificate) (certificate should be attached) and Rs. 500/- for Other Community. The Demand Draft shall be drawn in favour of **“The Registrar, Tamil Nadu Physical Education and Sports University”, payable at Chennai of any Nationalized Bank.** The application shall be downloaded from the University Website-www.tnpesu.org and should be sent to “The Registrar, Tamil Nadu Physical Education and Sports University, Melakottaiyur(Po), Chennai – 600 127”.

1. Applications which are satisfying the eligibility criteria alone will be considered.
2. **Last Date for receipt of the filled-in application is 18.07.2018 before 5.00 p m.**
3. **The Interview will be conducted on 20.07.2018 at 11.00 a.m. in the TNPESU Campus. The eligible candidates applied for the post are requested to attend the interview on 22.06.2018. No separate call letter will be sent to the candidates for the interview.**
4. **No TA/DA will not be paid.**

Registrar

**Annexure – I**

**Qualification & Job Description for the Residential Hostel Supervisor**

|  |  |  |  |
| --- | --- | --- | --- |
| Vacancy | Consolidated Salary | Job Description | Qualification and Experience |
| Residential Hostel Supervisor (Men)  (01) | Rs. 15,000 | * Managing the students with in the hostel premises and helping them at the required point of time. * Maintaining discipline and monitoring the In and Out movements, Gate Pass, Night Attendance etc of the hostel students as per the laid rules * Maintaining records of the hostel assets | * Males and Females should have a degree from any recognized University. * Age should be between 35-45. * Should be willing to stay in the hostel on full time basis. Accommodation will be provided. * Knowledge of Computers Skills, Accounts and also experience as supervisor in a Hostel may be preferred. |
| Residential Hostel Supervisor (Women)  (01) |