UNIVERSITY INSTITUTE OF ENGINEERING & TECHNOLOGY

(A constituent Autonomous Institute and Recognized by UGC under Section 12 (B) and 2 (f))

KURUKSHETRA UNIVERSITY KURUKSHETRA

(Established by the state Legislature Act XII of 1956)

('A+ Grade, NAAC Accredited)

Walk-in-Interview

Hiring of Computer Operator-cum-Accountant under World Bank assisted TEQIP-III Project at UIET, KUK.

Required 01 (one) Computer Operator-cum-Accountant under World Bank assisted TEQIP-III Project purely on contract basis up to six months, extendable subject to satisfactory performance but not beyond the project period. The work and conduct will be assessed and reviewed every six months by Project Director, TEQIP-III, UIET, Kurukshetra University, Kurukshetra. The staff may be paid remunerations as per wages/DC Rates under the **Category- IV** available from time to time. The minimum qualifications and experience required are as under:-

Sr. No.	Post Name	Number of Position	Eligibility
1	**Computer Operator-cum-Accountant** (on contract basis)	01	i. Should have minimum qualification of Graduation or equivalent from the recognized board/university as prescribed by UGC/AICTE. ii. Should have minimum one year of experience of Computer Operator or Project handling in a reputed organization/department etc. alongwith having skills on working with latest ICT equipments, good knowledge of MS Office- Word, Excel, Power-point and knowledge of internet. iii. Must have knowledge of Accounting/Accounts, banking system, Tally ERP.9, Taxes, GST, TDS, UCs etc.

All the interested candidates are required to attend walk -in-interview on **15-05-2019 (Wednesday) at 11.00 AM** sharply with complete resume and attested copy of certificates etc. in the office of Director (UIET), Kurukshetra University, Kurukshetra. The applicants may report alongwith all the documents one hour before the interview. The Selection Committee/competent authority reserves all the rights to take final decision on the above said contractual appointment.

01/5/19

Director, UIET

Project Director
TEQIP-III(1.3)World Bank Project
UIET, KUK-136119

Endst. No. TEQIP-III/UIET/2019/425-524 **Dated:**01/5/19

1. O.S.D. to Vice-Chancellor (for kind information of the Vice-Chancellor, K.U.K.)
2. Office of Dean, Academic Affairs
3. Office of Dean (R&D)
4. Office of Faculty of Engineering and Technology (KUK)
5. Office of Dean, College Branch
6. Deputy Registrar for Registrar (for kind information of the Registrar, K.U.K.)
7. Deputy Registrar (Estt. Non-Teaching)
8. Director, Public Relation, KUK
9. Manager Printing Press
10. Head, IT Cell for Advt. on KUK website and n/a pl.
11. Mrs. Deepti Sharma, UIET for Advt. on UIET website
12. Chairpersons/Directors, all Teaching Department (As per list)

01/5/19

Director, UIET

Project Director
TEQIP-III(1.3)World Bank Project
UIET, KUK-136119