ALAGAPPA COLLEGE OF TECHNOLOGY CAMPUS
ANNA UNIVERSITY :: CHENNAI – 600 025

APPLICATION FOR TEMPORARY NON-TEACHING POSTS (DAILY WAGES)

Ref: Advertisement No. 03 / Temp. Non-Teaching / 2019-20 / ACT dated 21.06.2019

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Applications are invited from eligible, interested, suitable candidates for various Non-Teaching Post (Daily Wage Basis) for Office of the Alagappa College of Technology Campus, Anna University, Chennai 600 025. The applicants should have the following qualifications.

POST DETAILS

Sl.No.	Name of the Department	Post Name	No. of Post	Qualification	Salary (per day)
1	Applied Sci. & Tech.	Clerical Asst	1	Any degree with computer knowledge	Rs.434/-
		Professional Assistant III	2	Diploma in Mech. / Chemical / Petroleum Engg. & Tech. / Safety	Rs.627/-
		Professional Assistant I	1	B.E. / B.Tech. (Chemical / Petroleum Engg. & Tech. / Safety)	Rs.736/-
2	Biotechnology	Professional Assistant II	3	M.Sc. Biochemistry / Biotechnology / Microbiology	Rs.690/-
		Professional Assistant II	1	MCA / M.Com. / MBA	Rs.690/-
3	Ceramic Tech.	Professional Assistant III	3	Diploma in Mech. / Chemical / Ceramic	Rs.627/-
		Professional Assistant I	2	B.E. / B.Tech. (Ceramics / Mechanical Engg. / Materials Engg.)	Rs.736/-
4	Chemical Engg.	Professional Assistant II	1	M.Com. / MBA with experience in Accounts & Finance	Rs.690/-
		Clerical Assistant	1	Any Degree with computer knowledge	Rs.434/-
		Professional Assistant II	1	MCA with experience in computer software, hardware, networking, operating system and server knowledge	Rs.690/-
		Professional Assistant II	1	M.Sc. Chemistry (Preferable – Analytical Chemistry)	Rs.690/-
		Professional Assistant III	2	Diploma in Chem. Engg. (3 yrs. Dip. In Govt. recognized polytechnics)	Rs.627/-
		Peon (Lab.Asst.)	2	Pass in 8th Std.	Rs.379/-

5	Workshop	Fitter	1	ITI with National Apprentice Certificate (NAC) in the relevant trade	Rs.412/-
		Electrician	1	ITI with National Apprentice Certificate (NAC) in the relevant trade	Rs.412/-
		Motor Mechanic	1	ITI with National Apprentice Certificate (NAC) in the relevant trade	Rs.412/-
6	Textile Technology	Clerical Asst	1	Any degree with computer knowledge	Rs.434/-
		Professional Assistant III	1	Diploma in Text.Tech. / Text. Chemistry / Text. Engg. / Mech. Engg. / Chemical Engg or equivalent	Rs.627/-
		Professional Assistant II	1	M.Sc. Physics / Chemistry / Biology or equivalent	Rs.690/-
		Labourer	1	Less than VIII Std.	Rs.296/-
7	Crystal Growth Centre	Professional Assistant II	1	M.Sc. Physics	Rs.690/-
8	Centre for Nano Science and Technology	Professional Assistant II	1	M.Sc. Physics / Chemistry	Rs.690/-

In case there are more number of applicants, a written test will be conducted to select the candidates. **For every department separate application should be submitted.**

The duly filled application in the prescribed format along with copy of degree and all other necessary certificates should be submitted at the following address in person or by post on or before 01.07.2019 (Monday) 5.00 p.m.

The Dean
Alagappa College of Technology
Anna University
Chennai 600 025

Superscribe the envelope as "Application for the Post of _____, Department _____"

General Instructions:

1. Only shortlisted candidates will be called for the interview

2. The actual date and time of interview will be intimated by e-mail or by telephone to the shortlisted candidates.

3. Candidates should appear for the interview with their original certificates and on their own expenses.

4. The appointment is purely temporary and the duration is for 6 months which may be extended depending on the performance and on requirement basis with periodical breaks.

5. Preferred to have experience working with confidential data.

6. Selected candidates shall report for duty immediately.

7. The selection criteria would be as per the guidelines of Anna University.

8. The applicant will be responsible for the authenticity of information and other documents submitted.

9. Write the name of the post, on top of the envelope.

10. Duly filled in application along with enclosed self attested photocopies of relevant certificates.

11. For every post separate application is need to be filled.

12. Full address, name of the district and pin code should be clearly mentioned in the envelope.

13. The selection committee decision will be final.

DEAN, ACT

ANNA UNIVERSITY: CHENNAI 600 025
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Sl.No. ....   Post Name: .... Department: ....

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Name of the Department Applied for:		

1	Name (in Block Letter) with initials at the end	:	
2	Address for communication	:	Affix recent Passport size Photograph
3	E_Mail id (valid and functional)	:	
4	Mobile Number (valid and functional)	:	
5	Nationality	:	
6	Community	:	
7	Gender	:	
8	Date of Birth	:	D D M M Y Y Y Y **Age** ____ Years ____ Months
9	**Educational Qualification(s) :**		

	Qualifications	Specialization	Board / University / Institution	Year of Passing	Percentage / CGPA
	SSLC				
	HSC				
	UG				
	PG				

10.	**Additional Qualifications**						

11	**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, the Alagappa College of Technology Campus, Anna University, Chennai, shall cancel my selection / candidate.

Signature of the Applicant

Place :

Date :