

NOTIFICATION



திருவள்ளூர் பல்கலைக்கழகம் THIRUVALLUVAR UNIVERSITY SERKKADU, VELLORE - 632 115

Applications (8 copies) are invited for the following posts from eligible candidates, so as to be received by the Registrar superscribing on the envelope "Application for the post of"

Note: This advertisement is being issued as per the direction of the Honourable High Court of Madras vide W.P.No 21975, 21976 and 21977 of 2014.

Advt., No. & Date	Name of the Posts	Scale of Pay	Number of posts with Community reservation				Total
			GT	SC/SC (A)	MBC/ DNC	BC/BC (M)	
8393 / 29.02.2016	Superintendent	9300-34800+ GP 4800	1 (Destitute Widow)	1 (Destitute Widow)	-	1 BC other than BC (M) (Destitute Widow)	3
8394 / 29.02.2016	Assistant Cum Computer Operator	5200-20200+ GP 2600	-	1 (Destitute Widow)	-	1 BC other than BC (M) (Destitute Widow)	2
8395 / 29.02.2016	Office Assistant	4800-1000+ GP 1300	-	1 (Destitute Widow)	-	-	1
Total			1	3	-	2	6

GT-General Turn; W-Women; SC-Scheduled Caste; MBC-Most Backward Class; DNC-Denotified Communities; BC-Backward Class; BC(M)-Backward Class Muslims; (A-W) – Arunthathiyar on preferential basis; DW-Destitute Widow; Other than Muslim.

Note: For in-service candidates (Consolidated/Daily wages) of this University are concerned the date on which they joined the University service as consolidated/Daily wages shall be the date for the purpose of reckoning the upper age limit.

REGISTRAR

PRESCRIBED QUALIFICATIONS:

1. Superintendent

(a) A graduate in B.Sc Computer Science/B.C.A or any Graduate with Diploma in Computer Applications from a recognized institution. (b) Typewriting senior grade in English and Tamil will be preferable. (c) Administrative experience not less than 5 years in any University or in Government Organization. (d) **Age:** Should not have completed 35 years. Maximum age limit for BC/MBC is 40 years and for SC/ST and Differently Abled is 45 years.

2. Assistant cum Computer Operator

(a) Any degree (Degree in B.Sc. Computer Science/B.C.A desirable). (b) Diploma in Computer Applications from a recognized institution for non computer degree candidates. (c) Previous experience not less than 3 years in any University or in Government Organization as Junior Assistant or equivalent cadre. (d) **Age:** Should not have completed 35 years. Maximum age limit for BC/MBC is 40 years and for SC/ST and Differently Abled is 45 years.

3. Office Assistant:

A Pass or Fail in SSLC/10th Std. **Age:** Should not have completed 35 years. Maximum age limit for BC/MBC is 40 years and for SC/ST and Differently Abled is 45 years.

Note: All the eligible Candidates shall have to appear for a written examination and interview.

How to apply:

Candidates who satisfy the above requirements may download the application form from the University Website www.thiruvalluvaruniversity.ac.in from **29.02.2016** onwards and apply to the Registrar, Thiruvalluvar University (by Designation only)

Downloaded application form from the **University Website alone** shall be accepted.

Payment details:

(a) All candidates (except SC/ST) - Rs. 250/-

(b) For SC/ST and Differently-Abled candidates - Rs.100/- (on production of photocopy of the Community Certificate and a certificate issued by the District disabled rehabilitation Officer respectively).

All payments must be made through Demand Draft. The Demand Draft should be drawn in favour of **“The Registrar, Thiruvalluvar University, Vellore-632 115, payable at Vellore.**

Filled-in application should be sent to The Registrar, Thiruvalluvar University, Serkkadu, Vellore - 632 115.

The Last date for the submission of filled in application is 16.03.2016 upto 5.00 p.m.

Note:

- (a) The University reserves the right to fill or not to fill the post, without assigning any reasons thereof.
- (b) The University reserves the right to shortlist the candidates.
- (c) Application should be made only in the format prescribed by the University in Eight copies.
- (d) Separate applications should be submitted for each post.
- (e) Applications received after the last date will be summarily rejected.
- (f) Enquiries on the above subject will not be entertained.
- (g) Since the selection of candidates is based purely on merit, attempts to canvass or bring influence on the authorities to show favour during selection will be deemed as disqualification and the application of such candidates will be rejected.
- (h) Candidates already in service should send their applications through proper channel.

REGISTRAR