

Assistant Training & Placement Officer

Essential:

- i. M.E./M.Tech, in any discipline with Good Communication Skills and Command in English Language, Good Knowledge of computer preferably in MS Word and Excel. A Degree in MBA will be an added advantage. Preference will be given to candidate with experience in training & placement activity.
- ii. Age < 40 years on the last date of receiving application.

Office Assistant in Training & Placement Office

Essential:

- i. Any graduate, in any discipline having minimum 3 years experience, Good Communication Skills and Command in English Language, having Good Knowledge of computers preferably in MS Word and Excel.
- ii. Age < 35 years on the last date of receiving application.

Interested candidates should note:

1. The above posts are positions created by PIET's College of Engineering, Pune (COEP), and not those by Govt. of Maharashtra.
2. Above posts are on contract basis.
3. Selected Candidates will be governed by the rules and regulations of PIET's COEP and not by those enforced by the Government of Maharashtra.
4. All decisions pertaining to service conditions and terms of appointment taken by Board of Governors of PIET's COEP will be applicable to all recruited candidates.

Pay Scales:

Assistant Training & Placement Officer: Rs.15600-39100, AGP 6000

Office Assistant: Rs. 5200-20200, AGP 1900

Last date of receipt of application: 30/9/2013 upto 5.00 pm