



The Maharaja Sayajirao University of Baroda
Vadodara - 390 002, Gujarat, India.

NOTIFICATION NO. ADE 10-8/11/2017-2018

The Maharaja Sayajirao University of Baroda invites 'Online applications' for the post of Temporary Programme Officer, Temporary Account Clerk and Temporary Data Entry Operator to be filled in purely on temporary basis for 11 months.

The desirous candidate is required to apply online on or before 31/03/2017 at: msubrecruitment.digitaluniversity.ac

The other details & conditions are available on the website of The Maharaja Sayajirao University of Baroda website (www.msubaroda.ac.in.)

Vadodara
Date: 10-03-2017

Dr. Neerja Jaiswal
Registrar (OSD)

THE MAHARAJA SAYAJIRAO UNIVERSITY OF BARODA

NOTIFICATION NO.ADE 10-8/11/2017-2018 Dated:10/03/2017

The posts are to be filled up purely on Temporary basis as mentioned in details advertisement.

The desirous candidates should note the following points:

Important Points:

- (i) The candidate shall be required to apply online on or before 31/03/2017 at: msubrecruitment.digitaluniversity.ac
- (ii) The hard copy of the system generated form, along with required enclosures and other relevant supporting documents need to be submitted by the applicant to the Registrar (OSD) at the time of Personal interview if the candidate is called for the personal interview.
- (iii) Candidate should possess the required educational qualifications and experience on the last date of submission of online application.
- (iv) The online application form fee is Rs. 400/- (Rs. 100 for SC/ST Candidates) that is required to be paid using Credit/Debit Card, or online banking only. This amount shall not be accepted in cash, through money order or postal order or through any other financial instrument except Credit/Debit cards. The aforesaid application fee is non-refundable and no enquiries shall be entertained in this regard.
- (v) The University reserves the right to postpone or to fill in the less number of Posts at its discretion depending upon the requirement of the University.
- (vi) The decision of the competent authority shall be final.
- (vii) The candidates shall be required to appear in the personal interview at his/her own expenses.

Vadodara:
Dated: 10/03/2017

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QUALIFICATIONS FOR THE TEMPORARY NON-TEACHING POSITIONS:

TEMPORARY PROGRAMME OFFICER

(Salary: Rs.21000/- Fix per months- For 11 Months basis)

For: University Office

Qualifications:

A Good Academic Record and a Master's Degree with at least 55% of marks or its Equivalent Grade of B in the Seven Point Scale as per UGC norms in any discipline from a recognized university. Disciplines like Accounts and Financial Management, Journalism, Corporate Communications and Linguistic Skills, Counselling, Computer Science, Computer Engineering and Information Technology, Business Management, Human Resource Management etc. shall be preferred. A relaxation of 5% may be provided to those who have previous experience in University System.

For: Smt. H. M. Library

Qualifications:

55% in Master of Library Information Science & desirable qualification of Diploma in Computer Application or Computer Proficiency.

Job Description: Has to perform any given task related to Management of Smt. Hansa Mehta Library & Other Libraries under the Library System, Website Maintenance, Official Correspondence and provide assistance to Office of the University Librarian.

TEMPORARY ACCOUNTS CLERK

(Salary: Rs.8600/- Fix per months- For 11 Months basis)

Qualifications:

B.Com. with 50% of marks and Training in Accounting & Tally.

TEMPORARY DATA ENTRY OPERATOR

(Salary: Rs.8600/- Fix per months- For 11 Months basis)

Qualifications:

Any Graduate with 50% of marks. Basic Computer training with minimum of 25 w.p.m. typing speed.

Place: Vadodara
Date: 10/03/2017

Dr.Neerja Jaiswal
Registrar (OSD)
