



JAMIA HAMDARD
(Deemed to be University)
HAMDARD NAGAR, NEW DELHI- 110062
"Accredited by NAAC in 'A+' Category"

Dated: 08.11.2023

WALK-IN-INTERVIEW

Requirement of WARDEN on Contractual basis

Jamia Hamdard desires to engage the services of Warden on contractual basis for different Hostels of Jamia Hamdard, New Delhi as per below mentioned details:

SN	Post Name	No. of Post	Reporting Time	Date & Venue of Walk-in-Interview
1.	Warden (Contractual) For Hostels of Jamia Hamdard	01 (One)	02.45 PM	On FRIDAY the 17th November, 2023. Venue: Board Room, First Floor, near VC Office, Administrative Building, Jamia Hamdard Campus, New Delhi- 110062.

Essential qualification:

1. Bachelors' degree in any discipline.
2. At least two years of experience in the management of hostels/other administrative activities.

Salary - As per Jamia Hamdard norms

Age: Presently not more than 45 years.

Note: Only female candidate will be considered for appointment.

Interested Candidates fulfilling the above qualification may come for a walk in interview on the said venue as mentioned above along with the details as per enclosed application format, detailed CV, original educational, experience certificates, Testimonials and one set of attested copies of thereof for verification.

No TA/DA shall be payable for attending the same.

Sd/-
REGISTRAR

Copy for wide publicity to:

1. Provost (Girls)
2. All Deans/HODs
3. System Analyst – to get it uploaded on Jamia Hamdard website
4. AR/Secretary to Vice-Chancellor
5. PA to Registrar



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Application Form for Non- Academic Positions (Contractual Basis)

1. Post applied for :
2. Name :
3. Father’s/Husband’s Name :
4. Date of Birth: :
5. Marital Status : Married/Unmarried
6. Communication Address :
- Pincode:
- Work Phone :
- Residence Phone :
- Email :

7. Educational Qualifications (In chronological order from Secondary School onwards)

Degree	Subject(s) Specialization	Division	Percentage of Marks	Year of Passing	University/ Institution

8. Employment Records: (In. chronological order starting from the present job):

Name & Address of Organization	Designation	Period (From – To)	Nature of Duties	Pay Scale/ Details

9. **DECLARATION:**

I certify that the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed/distorted. If I am found to have concealed/distorted any material information my appointment shall be liable to be summarily terminated without notice/compensation.

Date:

Place:

Signature of the Candidate