

**CLUSTER UNIVERSITY OF JAMMU**  
**RECRUITMENT NOTICE No. 03**

The Registrar, Cluster University of Jammu invites applications for the following positions:

1. Junior Assistants Contractual (Consolidated emoluments @ Rs.12, 000/- P.M.)
2. Orderlies Contractual (Consolidated emoluments @ Rs.5,000/- P.M.)

**General Conditions**

1. The advertisement is for contractual positions.
2. Detailed advertisement along with application form is available on University website [www.clujammu.in](http://www.clujammu.in)
3. The last date for receipt of application forms complete in all respects is 04-10-2017.
4. Cost of application form Rs. 200/- in the shape of Bank Draft drawn in favour of Registrar Cluster University of Jammu to be attached with the form without which the form shall be rejected.

**No: CLUJ/Adm/17/377-380**

**Dated: 23-09- 2017.**

**Sd/-**  
**REGISTRAR**

**TERMS AND CONDITIONS FOR THE RECRUITMENT OF JUNIOR ASSTT. &  
ORDERLIES (CONTRACTUAL) REF. NOTIFICATION NO. 03**

1. Qualification:
  - A) Junior Asstt. Contractual Bachelors degree in any stream from the recognized University.
  - B) Orderly Contractual Middle pass from any recognized school.

**Note: For the engagement of Junior Asstt. Contractual preference will be given to the candidates with efficiency in Computer Applications.**

2. Age as on 01-01-2017
  - i) Minimum for all candidate 18 years
  - ii) Maximum for all candidate 40 years
3. The number of posts will be filled as per requirement of the University.
4. Application forms accompanied with self attested copies of qualification certificates/testimonials including experience certificates issued by the Competent Authority along with Bank Draft worth Rs. 200/- drawn in favour of Registrar Cluster University of Jammu to be sent only by Registered/Speed Post to the **Assistant Registrar, Adm., Cluster University of Jammu, Govt. College for Women, Gandhi Nagar, Jammu-180004** so as to reach on or before 04-10-2017.
5. If the number of applications received in response to this advertisement in respect of any of the posts is large, the University may shortlist the candidates on the basis of requirement of the post.
6. Applications received late or on plain paper or incomplete in any respect will not be entertained.
7. Candidates selected for engagement shall be purely on contractual basis for a maximum period of one year or till permanent arranged is made whichever happen to be earlier.
8. Candidates selected for appointment will have to produce the original documents relating to their age, qualifications, experience and fitness etc., at the time of interview.
9. The selection of the candidates shall be made through an interview and skill test.
10. Candidates invited for the interview(s) will have to present themselves for interview at Jammu at their own expenses.
11. The University reserves the right not to fill up any of the vacancies advertised, if circumstances so warrant, without assigning any reason thereof.
12. The candidates so appointed/engaged shall have no right for permanent appointment in the University.

**No: CLUJ/Adm/17/377-380  
Dated: 23/09/2017**

**Sd/-  
REGISTRAR**

# CLUSTER UNIVERSITY OF JAMMU

## APPLICATION FORM FOR CONTRACTUAL APPOINTMENT

1. Post applied for \_\_\_\_\_
2. Name of the candidate \_\_\_\_\_
3. Parentage \_\_\_\_\_
4. Date of Birth \_\_\_\_\_
5. Address \_\_\_\_\_

6. E-mail ID \_\_\_\_\_
7. Contact No. /Mobile No. \_\_\_\_\_
8. Details of Qualification:

S. No.	Examination Passed	Examining body/Board/University	Year of passing	Percentage

9. Total work experience in years (if any) \_\_\_\_\_

S. No.	Name of the employer	Position & Nature of Duties	Salary/Pay Scale	Date of Joining	Date of Leaving	Reason for leaving

10. I do hereby declare that: -

- a) The statements in this application are true to the best of my knowledge and belief.
- b) I have never been debarred from appearing in any examination/interview.
- c) I have never been arrested/prosecuted or involved in any criminal case registered by the police or convicted by any criminal court.
- d) I shall have no right to claim for permanent appointment in the University, if appointed on contractual/need based basis.
- e) I undertake that my services can be terminated without assigning any notice or reason thereof at any point of time.

**Signature of the applicant**

**Note: The candidate must attach self attested documentary evidence along with the application form, which supports the statements made in the form.**