

**MATA SUNDRI COLLEGE FOR WOMEN**

(UNIVERSITY OF DELHI)

Mata Sundri Lane, New Delhi -110002

matasundricollege.du@gmail.com

Applications are invited for the following post(s) on permanent basis from the desirous candidates in the prescribed Application Form. The details of the posts, number of vacancies, qualifications(s), pay band, procedure for filling vacancies etc. as prescribed under Delhi University Rules are given below. The details of advertisement and prescribed format is available on the college website: [ms.du.ac.in](http://ms.du.ac.in).

| S. No | Name of Post                       | Total Post | UR    | PwD     | Max Age (Years) | Pay Band (in Rs.)     | Grade Pay (in Rs.) |
|-------|------------------------------------|------------|-------|---------|-----------------|-----------------------|--------------------|
| 01    | Admin Officer                      | 01         | -     | 01 (VH) | 35              | (PB-3)<br>15600-39100 | 5400/-             |
| 02    | OMSP Instructor                    | 01         | -     | 01 (OH) | 30              | (PB-4)<br>9300-34800  | 4200/-             |
| 03    | JACT/ Caretaker                    | 03         | 02/01 | -       | 27              | (PB-1)<br>5200-20200  | 1900/-             |
| 04    | Semi Professional Asstt. (Library) | 01         | 01    | -       | 35              | (PB-1)<br>5200-20200  | 2800/-             |
| 05    | Tabla Player                       | 01         | 01    | -       | 30              | (PB-1)<br>5200-20200  | 2400/-             |
| 06    | MTS (Lib. Attendant)               | 04         | 03    | 01 (VH) | 30              | (PB-1)<br>5200-20200  | 1800/-             |

**Abbreviation:** UR-Unreserved, PwD-Person with Disabilities, VH-Visually Handicapped, OH- Orthopedically Handicapped.

1. Candidate can obtain the Application Forms from the College Office on all working days (Monday to Friday) between 10.00 a.m. to 3.00 p.m.
2. Candidate can also download the Application forms from the College website.
3. Age relaxation will be allowed as per the guidelines of University Of Delhi/ UGC.
4. A separate application form should be filled in by the candidate for each post along with separate fee if the candidate wishes to apply for more than one post.
5. The College will notify the dates of tests & interview in advance at its website.
6. The College reserves the right to change the nature and/or number of posts advertised or not to fill any or all the above posts without assigning any reason thereof. All aspiring candidates are required to refer the College website time to time for updation / modification, if any.
7. Those who fulfil only the minimum qualification for the positions, may not all be called for interview / written test.
8. The upper-age limit shall also be relaxable in respect of persons who are already working on contract/daily wages/adhoc basis in the Delhi University/Colleges to the extent of services rendered by DU as per letter Ref.No. Estab.II(j)/16/2012/14 dated 17/02/2016.
9. No T.A. or D.A. will be paid for appearing in the written test and interview.
10. Application fee should be submitted through a Demand draft drawn in favor of "Principal, Mata Sundri College for Women" payable at Delhi, should be attached with prescribed application form. The details of fee are given below:- Category Fee (Rs.)UR /OBC200/-No application fee shall be charged from SC/ST, PwD and Women applicants.

The last date for submitting the application is 14 days from the date of publishing the advertisement in Employment News or 15.12.2017 whichever is later.

OFFG. PRINCIPAL

  
Administrative Officer  
Mata Sundri College for Women  
University of Delhi  
New Delhi - 110002