**GOVERNMENT COLLEGE OF ENGINEERING, KALAHANDI, BHAWANIPATNA, ODISHA**

**(*A Constituent College of BPUT, Odisha*)**

## No. GCEK/789 Date: 01/11/2019

**WALK-IN-INTERVIEW**

FOR THE POSTS OF MULTI -TASK SERVICE PERSONNEL ON PURELY TEMPORARY BASIS FOR GOVERNMENT COLLEGE OF ENGINEERING, KALAHANDI UNDER THE TEQIP-III PROJECT

The Walk-in-Interview for engagement of Staff will be held on the respective dates**.**

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| --- | --- | --- | --- | --- | --- | --- |
| **Sl**  **No** | **Positions** | **No of**  **Posts** | **Qualification** | **Responsibilities** | **Consolidated**  **pay** | **Date of Interview** |
| 1 | Multi Task Service Personnel | 01 | Minimum CHSEor XII th passed with English reading capability. | For performing orderly jobs of the TEQIP Office | Rs. 11,100/- | 14/11/2019 |

TERMS & CONDITIONS OF ENGAGEMENT

1. Professional code of conduct
   1. Any lapses in performing his/her duties as assigned by the NPIU/Institute from time to time.
   2. Inciting students against other students, colleagues or administration (this does not interfere with the right of a staff member to express his/her difference of opinion on principles in places where students are present) or any other such actions which are against the interest of the Institute.
   3. Indulging in communal activities, or making inappropriate remarks on caste, creed, religion, race or sex in his/her relationship with his/her colleagues and trying to use the above considerations

for improvement of his/her prospects or any other such actions which are against the interest of the Institute.

* 1. Refusal to carry out the decisions by appropriate administrative and academic bodies and/or functionaries of the institute without giving reason.

ii) Working days, work load and leave rules

* + 1. The rules and conditions governing number of working days, work load and leave rules shall be as prescribed by the AICTE/or institute’s norms from time to time
    2. Variations in terms and conditions of engagement

Every official & staff member shall be bound to act in conformity with the Statutes, Ordinances, Regulations and rules of the Institute as well as a code of professional ethics as may be formulated by the AICTE /NPIU/ MHRD.

* + 1. Resignation/Termination of engagement

The Official or Staff member may, at any time, terminate his/her contract by giving a one-month notice in writing or on payment of one-month remuneration in lieu thereof. In a situation at any point of time performance is found unsatisfactory his/her engagement may be terminated by giving a one-month notice in writing or on payment of one-month remuneration.

* + 1. In case of any dispute, the place of posting will be the jurisdiction.

OTHER INSTRUCTIONS

1. The selected candidates shall have to submit the Undertaking (Annex 1a) and Affidavit (Annex 1b) as per the prescribed format each on Rs. 100/- stamp paper.
2. The selected candidates shall be project staff of TEQIP-III engaged on purely temporary basis till the project period and subject to his/her satisfactory performance. Therefore, the candidate shall not have, in any case, claimed for his/her continuation of his engagement after project period.
3. Candidate selected shall not have any claim for regular service.
4. The continuation of Officials or Staff Members service for another year during the project period shall depend on his/her annual performance appraisal by their reporting authority.
5. Appointed candidates will be governed by institute’s prevalent rules.

The candidates shall ensure the readiness of following documents before applying:

1. Educational qualifications certificates (Photocopies)
2. Photograph (passport size)
3. Experience certificates

Sd/- PRINCAL

# GOVERNMENT COLLEGE OF ENGINEERING, KALAHANDI, BHAWANIPATNA

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**APPLICATION FORM FOR ENGAGEMENT OF STAFF ON PURELY TEMPORARY BASIS**

Application for the post of ……………………………………………………………..

Draft No. Date Amount Rs.200/-

* 1. Name in Full :

*(In block letters as indicated in Secondary School Certificate)*

* 1. Date of Birth (DD/MM/YYYY) :
  2. Nationality :
  3. Category *(General / SC / ST)* :
  4. Sex *(Male / Female)* :
  5. Marital Status *(Married / Unmarried)* :
  6. Father’s Name / Husband’s Name:
  7. Correspondence Address 9. Permanent Address

1. Academic Qualifications

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sl.  No. | Exam. passed | Board / University | Month/  Year of passing | %  of Mar | Division | Remarks |
| 1 | HSC |  |  |  |  |  |
| 2 | +2 / Diploma |  |  |  |  |  |
| 3 | Degree |  |  |  |  |  |
| 4 | Masters |  |  |  |  |  |

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* *Please specify the percentage of marks up to two decimalplace*
* *In case of CGPA / CPI, please give marks in percentage along with the conversion formula*

1. Experience:

|  |  |  |  |
| --- | --- | --- | --- |
| Sl.  No. | Name of the Organization | Period | |
| From | To |
|  |  |  |  |
|  |  |  |  |
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**DECLARATION**

I declare that the foregoing information is correct to the best of my knowledge and belief and nothing has been concealed / distorted. If any time, I am found to have concealed / distorted any material information, my engagement shall be liable to termination without notice. I will, if and when required, take up duty in the discharge of Government assignment anywhere in India.

Place:

Date: Signature of Candidate