



हैदराबाद विश्वविद्यालय

**University of Hyderabad**

**गणित और सांख्यिकी का स्कूल**

School of Mathematics & Statistics

डाकघर केंद्रीय विश्वविद्यालय

**P.O. Central University**

हैदराबाद 500 046

Hyderabad 500 046.

Email-deanmathstat@gmail.com



Date: 26-03-2021

**Advertisement for the positions of Technical Assistant in the School of Mathematics and Statistics, University of Hyderabad on contract basis**

Applications are invited in the prescribed format from eligible candidates for the positions of Technical Assistant in the School of Mathematics and Statistics on a contractual basis at University of Hyderabad.

The details of the position required is given below:

Name of the Position	Technical Assistant
No. of Positions	3 ( 2- Managing Computer Systems, 1-DEO)
Essential Qualifications & Experience	Any Bachelor's Degree (fresher or experienced) with first class, in any discipline from a recognized University with computer knowledge and system maintenance.
Technical Qualifications	Web page designing and maintaining computer systems and networks
Desirable	<b>Managing Computer Systems:</b> <ul style="list-style-type: none"><li>• Knowledge or experience in MS Word and Excel</li><li>• Knowledge or experience in maintaining computer systems and networks.</li></ul> <b>DEO:</b> <ul style="list-style-type: none"><li>• Knowledge or experience in MS Word and Excel</li><li>• Knowledge or experience in maintaining computer systems and networks.</li><li>• Knowledge or experience in HTML language</li></ul>

Job Description	<ul style="list-style-type: none"> <li>• Maintaining computer systems and networks.</li> <li>• Web page development</li> <li>• Data Entry</li> <li>• Arranging online meetings of the School of Mathematics and Statistics</li> <li>• Communicating and liaising School level academic/financial/administrative work.</li> <li>• Lecture notes preparing using Latex.</li> </ul>
Consolidated Emoluments	Rs. 20,000/- per month
Tenure	Tenure of the appointment is for a period of one year and can't be extendable.
Age limit	Not Exceeding 65 years

**Other Details:**

- The University reserves the right to reject or accept any or all the applications received without assigning any reason.
- Walk-Ins are NOT ALLOWED.
- The short-listed candidates would have to appear for an interview on the date and time intimated to them. Intimation will be sent via email.
- No TA / DA will be paid for attending the interview.

Eligible candidates may apply in the prescribed format (enclosed) to **The Dean, School of Mathematics and Statistics, University of Hyderabad, Prof. C R Rao Road, Gachibowli, Hyderabad --500046.**

The candidates may also send the soft copy of the application, in the prescribed format, duly signed, to the [deanmathstat@gmail.com](mailto:deanmathstat@gmail.com) along with the scanned copies of the supporting documents, in case it is not possible to send the hard copy of the application by post.

The applications should reach the above address/email on or before **15<sup>th</sup> April 2021 (Thursday)**. Applications received after the last date of submission will not be considered.



Dean, School of Mathematics and Statistics

संकाय-अध्यक्ष / DEAN  
गणित और सांख्यिकी संकाय  
School of Mathematics & Statistics  
हैदराबाद विश्वविद्यालय/University of Hyderabad  
हैदराबाद/Hyderabad-500 046. तेलंगाना, T. S.