



हैदराबाद विश्वविद्यालय

UNIVERSITY OF HYDERABAD

(A Central University established in 1974 by an Act of Parliament)

P.O. Central University, Prof. C.R. Rao Road, Gachibowli, Hyderabad – 500 046

Website: <https://uohyd.ac.in>; Email: hr@uohyd.ac.in

ADVERTISEMENT

The University of Hyderabad invites applications from the eligible Indian Citizens for hiring as 1) **Project Assistant** and 2) **Support Staff** purely on temporary basis through the outsourcing agency for deployment in the University of Hyderabad–UGC Malaviya Mission Teacher Training Programme.

S. No.	Name of the Post & Age	Qualifications	Monthly Consolidated Pay
1.	PROJECT ASSISTANT Age: Not exceeding 40 years	MBA or any relevant Post-Graduation with work experience. Desirable: Post Graduation with courses in Finance, Communication, Project Management and proficiency in English and knowledge in Computers. Nature of Job: Secretarial assistance, Assisting training programmes.	Rs. 35,000
3.	SUPPORT STAFF Age: Not exceeding 35 years	Graduation in any subject Nature of job: Coordinating with participants and provide training assistance. Maintain facilities.	Rs. 22,000

Tenure: Initially for a period of six (6) months, extendable for one (1) year based on satisfactory performance.

Candidates meeting the above requirements may apply, in the prescribed format and send the hardcopy of application along with enclosures to the following **address by post/courier only**. (*Applications submitted in person, will not be accepted*):

To

“The Assistant Registrar, Recruitment Cell, Room no. 221, Administration Building, University of Hyderabad, P.O. Central University, Prof. C.R. Rao Road, Gachibowli, Hyderabad – 500 046.”

The applications, with all self-attested copies of documentary evidence, in support of the entries made in the application form, should reach the above address **on or before October 09, 2024**.

General Instructions

1. Applications duly filled in all respects will only be accepted. Application Format is available at <https://uohyd.ac.in/non-teaching-project-staff/>
2. Only Indian Nationals are eligible to apply for the above positions.
3. The candidates are advised to have a valid e-mail ID and Mobile number to which all the communications shall be forwarded, and they should be maintained in active status to receive timely communications. No other mode of communication shall be adopted.
4. The prescribed qualifications and experience should be acquired on or before the last date stipulated for the receipt of the applications. Qualification must be from and approved/recognized institutions.
5. Candidates should not be above *the prescribed age* as on the last date of the application.
6. Documents in support of (i) Qualification (ii) Experience (iii) Age, shall be enclosed along with the application form. These documents will "ALONE" be considered for screening and have to be produced in "originals" as and when called for interview.
7. In case of false or insufficient information/lack of proof to confirm the eligibility of the applicant, their candidature will be summarily rejected at any stage of the selection process.
8. Candidates are informed that mere submission of applications shall not give them anyright to be called for interview / selection. Intimations connected with this recruitment will be sent to shortlisted candidates by email only. The applicants should ensure that the e-mail id given in the online application is maintained active.
9. The University reserves the right to upgrade the eligibility criteria, in case a large number of applications are received and also increase or decrease the number of posts, as per its discretion without assigning any reason thereof.
10. It is to be clearly noted that the above appointment is purely on consolidated basis. The engagement does not confer any claim on the candidate to see any other temporary/ permanent employment with the University.
11. For further details please visit <https://uohyd.ac.in/non-teaching-project-staff/>
12. It is to be clearly noted that no travel entitlement/ support shall be provided for attending written & skill test and personal interaction, if shortlisted.
13. Last date for submitting the applications is **October 09, 2024.**

Date: 19/09/2024


REGISTRAR