GURU NANAK DEV UNIVERSITY, AMRITSAR
(Established by the State Legislature Act No.21 of 1969)
Accredited as "A" grade level by NAAC and awarded "University with Potential for Excellence" status by the UGC

Advertisement No.3/2012

Applications are invited for the following posts on the prescribed application form so as to reach this office latest by **16-07-2012**. Cost of application form (Class 'B' Posts) will be ₹ **400/-.** Candidates are required to submit the downloaded application form from **University Website: http://www.gndu.ac.in/careerwithus.asp**, duly filled-in in all respects. Cost of application form can either be deposited with the University Cashier or through a crossed A/c Payee Bank Draft of ₹400/- in favour of the **"REGISTRAR, GURU NANAK DEV UNIVERSITY, AMRITSAR "** payable at Amritsar.

Clerk-cum-Junior Data Entry Operators
(Pay Scale: ₹. 10300-34800+3200GP):

1. **GNDU Main Campus, Amritsar-100 posts** (**SC-29** (SC Ex- Servicemen-4, Sportsperson-1, Other SC's-24), **BC-21**(BC Ex Servicemen-2, Other BC's-19), **Gen Ex-Servicemen-7, Gen Sportsperson-3, Gen Handicapped Persons-3, Gen Freedom Fighter-1, Unreserved-36)**
2. **GNDU Regional Campus, Sathiala-3(SC/ST-1, Un-reserved-2)**
3. **GNDU Regional Campus, Sultanpur Lodhi-2**
4. **GNDU Constituent Colleges**
   - **Verka-1***
   - **Mithra-1***
   - **Chung-1***
   - **Narote Jaimal Singh-1***

(*Note:- Temporary but likely to continue).

Qualifications:
1. BCA/B.Sc(IT)/B.Sc. Computer Science/ B.Sc. Economics or B.A/B.Sc. or any other examination equivalent thereto, with Computer Science as an elective subject, with atleast 50% marks.
   OR
   Graduate with 50% marks and PGDCA from GNDU or equivalent thereto.
2. Knowledge of Punjabi upto Matric standard.

Note: -
1. Copy of Circular containing detailed instructions, qualifications, etc. for the posts, is available only at the University **Website: http://www.gndu.ac.in/careerwithus.asp**
2. **Persons already in service must send their applications through their employer. All those candidates working in organizations/institutions including affiliated colleges of the university may be allowed to appear in interview without No Objection Certificate with the condition that in case the candidate is selected, no extension in joining time will be allowed. Such candidates are required to give an undertaking on the format available on university website: www.gndu.ac.in. All such candidates will be given standard joining time i.e. one month from the issuance of appointment letter.**
3. The candidates are required to apply separately for each post earmarked for each Deptt. / Station.
4. **Incomplete applications in any respect or without the prescribed fee or received after the due date will not be entertained.**
5. University reserves the right to fill or not to fill up the posts and to call only suitable candidates for interview.
6. The number of posts can be increased or decreased before the interview.
7. C.V. of any candidate can be placed before the Selection Committee at the time of Interview.
8. Practical/Written Test will be held wherever necessary.

Amritsar   **REGISTRAR**
June 22, 2012