



**ANNA UNIVERSITY**  
SARDAR PATEL ROAD, CHENNAI – 600 025.

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## REGISTRAR

### APPLICATIONS FOR TEMPORARY NON – TEACHING POSTS (DAILY WAGES)

**Ref: Advertisement No. 01 /AU/CCC/C2/TEM/NT/DW/2021 dated.16.09.2021**

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Applications are invited from eligible, interested, suitable candidates **within Tamilnadu** (preferably in Chennai) for the various Temporary Non – Teaching posts on daily wage basis for the Centre for Constituent Colleges, Anna University, Chennai – 600 025. The details are mentioned below;

### POST DETAILS

S. No	Name of the Post	No. of Post	Qualification	Salary in Rs. (Per day)
1.	Professional Assistant – I	1	B.E / B. Tech. (Any Branch)	797/-
2.	Clerical Assistant	1	Any Degree (Arts and Science) with Computer knowledge	470/-
3.	Peon	1	VIII Std Pass	410/-

The duly filled application in the prescribed format along with copy of necessary certificates should be submitted at the following address in person or by post on or before 30.09.2021 @ 5.00 p.m.

**The Director (CCC)**  
**Centre for Constituent Colleges**  
**Administrative Building (III floor)**  
**Anna University, Chennai – 600 025.**  
**Queries if any : 044 2235 – 7128 / 7129**  
**Email. Id: [aucceoffice@annauniv.edu](mailto:aucceoffice@annauniv.edu)**

**Superscribe the envelope as**

**“APPLICATION FOR THE POST OF \_\_\_\_\_”**

## **General Instructions:**

1. Write the name of the post, on top of the envelope.
2. Duly filled in application along with enclosed self attested photocopies of relevant certificates should be submitted. Incomplete forms will be rejected.
3. Full address, name of the district and pin code should be mentioned clearly in the application.
4. Age limit upto 45 years.
5. Only shortlisted candidates will be called for the interview. The actual date and time of interview will be intimated to the candidates.
6. Candidates should appear for the interview with their original certificates and on their own expenses.
7. The appointment is purely temporary and the duration will be six months which may be extended depending on the performance and on requirement basis with periodical break.
8. Selected candidates shall report for duty immediately.
9. The selection criteria would be as per the guidelines of Anna University.
10. The applicant will be responsible for the authenticity of information and other documents submitted.
11. The selection committee decision will be final.

Sd/-xxx  
**REGISTRAR**



**APPLICATIONS FOR TEMPORARY NON -TEACHING POST ON DAILY WAGES**

**Post applied for:**

**Ref: Advertisement No. 01 /AU/CCC/C2/TEM/NT/DW/2021 dated.16.09.2021**

1.	Name ( in Block Letter) with initials at the end	:								Affix recent Passport size Photograph		
2.	Address for Communication	:										
3.	Mobile Number (Valid and functional )	:										
4.	Email Id ( Valid and functional )	:										
5.	Nationality	:										
6.	Community	:										
7.	Gender	:										
8.	Date of Birth	:	D	D	M	M	Y	Y	Y	Y	Age	
											_____ Years	_____ Months
9.	<b>Educational Qualification (s):</b>											
10	<b>Qualifications</b>	<b>Specialization</b>	<b>Board / University / Institution</b>				<b>Year of Passing</b>	<b>Percentage/ CGPA</b>				
	U.G.											
	HSC											
	SSLC											
	VIII STD											

11.	<b>Additional Information (if any):</b>						
12.	<b>Experience:</b>						
	<b>Name of the Organization</b>	<b>Designation</b>	<b>Period</b>		<b>Nature of Work</b>	<b>Total Experience</b>	
			<b>From</b>	<b>To</b>		<b>Years</b>	<b>Month</b>

**Declaration**

I declare that the information furnished above is true and correct to the best of my knowledge and belief, and that no related information is concealed. If any discrepancy is found at any stage, **the Centre for Constituent Colleges, Anna University, Chennai, shall cancel my selection / candidature.**

**Signature of the Applicant**

**Place:**

**Date:**