



**ANNA UNIVERSITY**  
**MADRAS INSTITUTE OF TECHNOLOGY CAMPUS**

**APPLICATION FOR PROFESSIONAL ASSISTANT & PEON (TEMPORARY)**

**Department: Electronics Engineering**

**Ref: Advertisement No. 001/2020/MIT/Professional Assistant and Peon**

**Dated:25.09.2020**

Applications are invited from eligible candidates for Professional Assistant and Peon (temporary) on daily wages in the Department of Electronics Engineering , Madras Institute of Technology Campus, Anna University, Chromepet, Chennai- 600 044. The applicants should have the following Qualifications as reported in the table shown below:

| Sl. No. | Name of the Post             | No. of Post | Essential Qualification |   | Salary (Per Day) |
|---------|------------------------------|-------------|-------------------------|---|------------------|
|         |                              |             | First class in Diploma  | First Class in U.G. and P.G. Degree                                   |                  |
| 1.      | Professional Assistant - III | 2           | Diploma                 | Computer Engineering/<br>Electronics and Communication<br>Engineering | Rs. 647/-        |
| 2.      | Professional Assistant - II  | 1           | PG                      | M.Com / MCA   | Rs. 713/-        |
| 3.      | Peon                         | 1           | VIII Std Pass           | -   | Rs. 391/-        |

The duly filled application in the prescribed format along with copy of Diploma/ PG / School certificates and all other necessary certificates should be submitted to the following address in person or by post on or before **21-10-2020, 5:00 P.M.**

The Dean,  
Madras Institute of Technology Campus,  
Anna University, Chromepet,  
Chennai-600 044.

Superscribe the envelope as application for the post of \_\_\_\_\_ Department \_\_\_\_\_



**ANNA UNIVERSITY  
MADRAS INSTITUTE OF TECHNOLOGY CAMPUS**

**APPLICATION FOR NON-TEACHING POSITION (DAILYWAGE BASIS)**

**\*PROFESSIONAL ASST.-II/PROFESSIONAL ASST.-III/\*\*PEON**

**DEPARTMENT: Electronics Engineering**

**Ref: Advertisement No.001-2020/MIT/ Professional Assistant and Peon**

**Dated: 25.09.2020**

|    |  |                        |                 |                   |                 |                  |                |    |    |                          |
|----|--|------------------------|-----------------|-------------------|-----------------|------------------|----------------|----|----|--------------------------|
| 1. | Name(in Block Letter) with initials at the end |                        |                 |                   |                 |                  |                |    |    | PHOTO                    |
| 2. | Address for Communication                      |                        |                 |                   |                 |                  |                |    |    |                          |
| 3. | E-mail address (valid &functional)             |                        |                 |                   |                 |                  |                |    |    |                          |
| 4. | Mobile Number                                  |                        |                 |                   |                 |                  |                |    |    |                          |
| 5. | Nationality                                    |                        |                 |                   |                 |                  |                |    |    |                          |
| 6. | Community                                      | OC                     | BC              |                   |                 |                  | MBC            | SC | ST |                          |
| 7. | Gender   | MALE / FEMALE          |                 |                   |                 |                  |                |    |    |                          |
| 8. | Date of Birth                                  | D                      | D               | M                 | M               | Y                | Y              | Y  | Y  | Age(as on<br>01.08.2020) |
|    |  |                        |                 |                   |                 |                  |                |    |    |                          |
| 9. | Educational Qualifications                     |                        |                 |                   |                 |                  |                |    |    |                          |
|    | Certificates /Degree                           | Specialization/ Branch | School/ College | Board/ University | Year of Passing | Percentage/ CGPA | Class obtained |    |    |                          |
|    | VIII   |                        |                 |                   |                 |                  |                |    |    |                          |
|    | SSLC   |                        |                 |                   |                 |                  |                |    |    |                          |
|    | HSC  |                        |                 |                   |                 |                  |                |    |    |                          |
|    | DIPLOMA/IT I                                   |                        |                 |                   |                 |                  |                |    |    |                          |
|    | UG   |                        |                 |                   |                 |                  |                |    |    |                          |
| PG |  |                        |                 |                   |                 |                  |                |    |    |                          |

\* Tick the Post applied for.

\*\*VIII Pass for the position of Peon

|     |                          |             |        |    |                |                  |       |
|-----|--------------------------|-------------|--------|----|----------------|------------------|-------|
| 10. | Additional Information:  |             |        |    |                |                  |       |
|     |                          |             |        |    |                |                  |       |
|     |                          |             |        |    |                |                  |       |
|     |                          |             |        |    |                |                  |       |
| 11. | Experience:              |             |        |    |                |                  |       |
|     | Name of the Organization | Designation | Period |    | Nature of Work | Total Experience |       |
|     |                          |             | From   | To |                | Years            | Month |
|     |                          |             |        |    |                |                  |       |
|     |                          |             |        |    |                |                  |       |
|     |                          |             |        |    |                |                  |       |
|     |                          |             |        |    |                |                  |       |
|     |                          |             |        |    |                |                  |       |
|     |                          |             |        |    |                |                  |       |
|     |                          |             |        |    |                |                  |       |

**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 Madras Institute of Technology Campus, Anna University, Chennai, shall cancel my application/ selection. I am aware that this application is only for temporary post.

Signature of the Applicant

Place:

Date:

### **General Instructions:**

1. Only shortlisted candidates will be called for written test / interview after scrutinizing the applications.
2. The actual date and time of interview will be intimated by e-mail or by telephone to the shortlisted candidates.
3. Candidates should appear for the interview with their original certificates.
4. Candidates attending the interview will do so at their own expenses.
5. The positions are purely temporary and the duration is for 6 months which may be extended depending on the performance with periodical breaks.
6. Selected candidates shall report for duty immediately.
7. The selection criteria would be as per the guidelines of Anna University.
8. The applicant will be responsible for the authenticity of information and other documents submitted.
9. The performance of the candidates will be monitored for 3 months and further confirmation will be based on their performance.