



ANNA UNIVERSITY
UNIVERSITY LIBRARY, MIT CAMPUS
CHROMEPET, CHENNAI-600 044.

RECRUITMENT FOR TEMPORARY STAFF ON DAILY WAGE BASIS

Ref: Advertisement No.001/LIB/MIT/Temporary Staff/2020

Dated:29-09-2020

Applications are invited from eligible, interested, suitable candidates for the following temporary post on daily wage basis to work in the University Library, MIT Campus, Chennai-600 044 for a period of six months. The requirement and other details are given below.

S.No.	Name of the Post	Qualification	No. of Posts
1	Professional Assistant –II	Master Degree in Library and Information Science (Priority would be given to candidates having experience in computer knowledge)	03

The duly filled in application in the prescribed format along with copy of all necessary certificates should be submitted at the following address in person or by post on or before 15/10/2020, 5.30 p.m.

THE PROFESSOR-IN-CHARGE
UNIVERSITY LIBRARY
ANNA UNIVERSITY
SARDAR PATIL ROAD
CHENNAI-600 025.



ANNA UNIVERSITY
UNIVERSITY LIBRARY, MIT CAMPUS
CHROMEPET, CHENNAI-600 044.

**APPLICATION FORM FOR TEMPORARY POST OF
PROFESSIONAL ASSISTANT-II ON DAILYWAGE BASIS**

DEPARTMENT: LIBRARY, MIT CAMPUS, CHROMEPET, CHENNAI-600 044

Ref: Advertisement No.001/LIB/MIT/Temporary Staff/2020 Dated :29-09-2020

1	Name(in Block Letter) with initials at the end		PHOTO									
2	Father's Name											
3	Address for Communication											
4	E-mail address											
5	Contact Number Landline/Mobile											
6	Gender	MALE / FEMALE										
7	Date of Birth	D	D	M	M	Y	Y	Y	Y	Age(as on 01.10.2020)		
										_____	_____	
											Years	Months
8	Educational Qualifications (Please enclose Photocopies of documents)											
	S. No.	Qualification	Board/ University/Institution				Year of Passing			Percentage Class obtained		

9	Additional Information:						
	(Please enclose photocopies of documents)						
10	Experience (Please enclose Photocopies of documents)						
	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, my selection will be canceled without any notice/compensation.

Signature of the Applicant

Place:

Date:

General Instructions:

1. Only shortlisted candidates will be called for interview /written test after scrutinizing the applications.
 2. The actual date, time and venue of interview will be intimated by e-mail or by telephone or mobile to the shortlisted candidates.
 3. Candidates should appear for the interview with all original certificates.
 4. Candidates attending the interview/written test on their own expenses.
 5. The positions are purely temporary and the duration will be six months, which may be extended depending on the performance and on requirement basis with periodical break.
 6. Selected candidates shall report for duty immediately and work on shift system.
 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.
 10. Recent Photograph is to be affixed and self-attested in the application.
 11. Application received after the last date of submission will be summarily rejected.
 12. The selection committee decision will be final.
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