



CENTRE FOR EMPOWERMENT OF WOMEN  
ANNA UNIVERSITY, CHENNAI – 600025



**CALLING FOR APPLICATIONS FOR THE POST OF PEON – (TEMPORARY – WOMEN) –**  
**No. of Posts - 2**

Applications are invited with the Resume and copies of certificates from **eligible local women candidates** for the following **Temporary Post** in the Day Care Centre, Anna University, Chennai.

| S. No | Name of the Post  | Essential Qualification   | Desirable Work experience                          | Tenure   | Wages per day |
|-------|---|---|--|----------|---------------|
| 1.    | <b>Peon – 2 Posts - Women only</b><br>(for working in the Day Care Centre, MIT Campus, Anna University, Chennai – 600044) | 8 <sup>th</sup> Std Pass preferably know to read and write in English and Tamil | Work experience of Day Care Centre or baby sitting | 6 months | Rs.391/-      |

**General Instructions:**

- Interested and **eligible local women candidates only** should submit their signed resume as per the format given below in a sealed envelope to  
“Director  
Centre for Empowerment of Women  
Anna University, Chennai – 600025”  
**on or before 31.12.2020**
- Only shortlisted candidates will be called for interview. The date and time of interview will be intimated through E-Mail/SMS/Phone call to the short listed candidates. TA/DA will not be paid for attending the interview.
- Nature of work** involves taking care of children including attending to their personal hygiene, feeding them lunch, breakfast, helping the Centre in administrative work etc.
- Working hours:** 8.30 am to 5.45 pm.
- Candidate should appear for the interview with all their original certificates.
- The post is purely temporary and the selected candidates cannot claim for permanency of the job.**
- The selected candidates shall report for duty immediately after intimation of their selection.

*D. Sakshini*  
11.12.2020  
DIRECTOR  
Director  
Centre for Empowerment of Women  
Anna University  
Chennai-600 025.

**APPLICATION FORMAT**

**Affix Recent Photo**

Name of the Candidate :

Father's / Husband's Name :

Date of Birth and Age :

Educational Qualification  
(Attach T.C, Mark sheets) :

(Mention whether know to read and write in both English and Tamil fluently)

Work Experience :

Marital Status :

Present Address :

Permanent Address :

Mobile Number  
:

E-mail : -

Signature

Place :

Date :

