ANNA UNIVERSITY

CHENNAI – 600 025

CALLING OF APPLICATIONS FOR THE POST OF PROFESSIONAL ASSISTANT (TEMPORARY)

Applications are invited from eligible, interested, suitable candidates for the post of Professional Assistant (Temporary) for Tamil Nadu Engineering Admissions (TNEA). The applicants should have the following qualifications.

Name of the Post	Essential Qualifications	Tenure	Age
Professional Assistant	**A PASS WITH FIRST CLASS IN** B.E./B.Tech. (CSE / IT) M.Sc. (CSE / IT) M.C.A.	6 months	Up to 28 years

The duly filled application in the prescribed format along with copy of degree and all other necessary certificates should be sent to the following address **on or before 28.03.2017, 5.00 p.m. Late submission of application will be rejected.**

Superscribe the envelope as **"Application for the post of Professional Assistant"**

The Secretary
Tamil Nadu Engineering Admissions
Anna University
Chennai – 600 025

General Instructions:

1. Only shortlisted candidates will be called for interview after scrutinizing the applications
2. The actual date and time of interview will be intimated only by e-mail 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.
6. Selected candidates shall report for duty within one week from date of intimation of their selection.
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.

Secretary
(TNEA)

ANNA UNIVERSITY

CHENNAI – 600 025

APPLICATION FOR THE POST OF PROFESSIONAL ASSISTANT (TEMPORARY)

1	Name (in Block Letters) with initials at the end	:		PHOTO
2.	Address for communication	:		
3.	E-mail id (valid and functional)	:		
4.	Mobile Number (valid and functional)	:		
5.	Nationality	:		
6.	Community	:		
7.	Sex	:		
8.	Date of Birth	:	D D M M Y E A R	Age _____ years ____ months
9.	Educational Qualifications (s)	:		

Degree	Specialization	University / Institution	Year of Passing	CGPA / Percentage

10.	Additional Qualification (s) (Including higher degree(s) / Software packages etc.)
11.	Professional experience (Teaching / Industry / Research)

Name of the organization	Designation	Period		Nature of work	Total Experience	
		From	To		Years	Months

12.	Additional information if any	:	

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 Secretary, Tamil Nadu Engineering Admissions shall cancel my selection/candidature.**

Place : **Signature of the Applicant**

Date :