



# INTERNAL QUALITY ASSURANCE CELL (IQAC)

Anna University, Chennai – 600025

Ph: 2235 8585/79/80/81, E-mail: iqac@annauniv.edu, annaiqac@gmail.com

Advt. No.01/IQAC/Manpower/2022

Date: 02.12.2022

## Announcement for the Recruitment of Temporary Manpower- Project Associate-I / Project Associate-II on a Consolidated Basis

Applications are invited from eligible candidates for the following temporary posts to work at the Internal Quality Assurance Cell (IQAC), Anna University, Chennai-600025, on a consolidated pay basis. The applicant should possess the qualification as listed below:

Sl. No.	Designation	Essential Qualification	Experience	Number of Manpower	Salary
1.	Project Associate-II	B.E/B.Tech (Any branch) or MCA <b>and</b> M.E/M.Tech (Any branch) or MBA	Minimum 10 years of experience in Data Analysis and Coordination preferably towards National and International level rankings and accreditations	2	Rs.50,000/-
2.	Project Associate-I	B.E/B.Tech (Any branch) or MCA	Salary shall be commensurate with experience	4	Rs.25,000- 35,000/-

The duly filled-in application form in the prescribed format, along with all other necessary self-attested certificates, should be submitted to the following address only by post **on or before 19.12.2022 @ 05.00 PM.**

**The Director  
Internal Quality Assurance Cell  
CPDE Building 1<sup>st</sup> Floor  
Anna University, Chennai – 600025**

The post for which the application is applied should be mentioned on the cover.

Superscribe the envelope as-  
Application for the post of "Project Associate-I / Project Associate-II"  
**(Ref: Advt.No.01/IQAC/Manpower/2022 dated 02.12.2022)**

## APPLICATION FOR THE TEMPORARY POST AT IQAC

(Submit a separate application for each post if you wish to apply for more than one post)

Post Applied for :

Name of the Candidate :

Name of Father/Husband :

Date of Birth & Age :

Address for Communication :

Permanent Address :

Nationality :

Community :

E-mail Address :

Phone/Mobile Number :

Affix  
Self-Attested  
Recent  
Passport Size  
Colour Photo

Educational Qualifications in Chronological order (Enclose self-attested copies of all Degree Certificates):

Degree	University	% of Marks/ CGPA	Class	Year of Passing

Experience (Enclose self-attested copies of certificates):

Organization	Designation	Duration		Nature of Work	Experience	
		From	To		Years	Months

Present Employment (if any):

Organization	Designation	Date of Joining	Salary per month	Nature of Work	Reason for Leaving

Software and Hardware skills (if any) please mention below. Attach the copies of certificate if you are a certified professional to any of the skills.

Projects/Software Developed as part of curriculum or for job relevant to the post you are applying. If any, please brief: (Attach separate sheet if necessary)

**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 Internal Quality Assurance Cell, Anna University, Chennai, shall cancel my application/ selection. I am aware that this application is only for a temporary post.

**Date:**

**Signature of the Candidate**

**Instruction to the Candidates:**

1. Interested and eligible candidates can send the application as described in the attached template in a sealed envelope to **“The Director, Internal Quality Assurance Cell, Anna University, Chennai-600025”** on or before 19.12.2022 @5.00PM. Please mention **“Application for the post of “Project Associate-I / Project Associate-II”** on top of the cover.
2. Submit a separate application for each post.
3. Incomplete application or application without required supporting documents will be rejected.
4. Only shortlisted candidates will be called for an interview. The date and time of the interview will be intimated through E-mail / SMS / Phone call to the shortlisted candidates.
5. Preference will be given to candidates possessing relevant experience.
6. Candidates should appear for the interview with all their original certificates.
7. TA/DA will not be paid for attending the interview.
8. The post is purely temporary and the selected candidates cannot claim permanency of the job.
9. The selected candidates shall report for duty immediately once the intimation is given.

**Director-IQAC**