NOTIFICATION

Applications are invited for the following posts temporarily for a period of 3 months (from 30.1.2014 to 30.4.2014) on daily wage basis.

Candidate should possess the qualifications prescribed for the concerned post on the date of this notification, noted against each.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Post</th>
<th>Qualification</th>
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<tbody>
<tr>
<td>1.</td>
<td>Clerical Assistant</td>
<td>A pass in any qualifying degree with working knowledge in Computer Applications.</td>
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<tr>
<td>2.</td>
<td>Peon</td>
<td>Pass in VIII Std.</td>
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</table>

The work is purely temporary and is based on current requirement. The maximum age limit is 30 years.

Candidates should send their applications in the format given, to the Director, Centre for Entrance Examinations, Anna University, Chennai-25 on or before 22.01.2014.

Director (Entrance Examinations)
APPLICATION FORMAT

Application for the post of “CLERICAL ASSISTANT”

1. Name : 
2. Father’s / Mother’s Name : 
3. Date of Birth & Age : 
4. Gender : Male / Female 
5. Address for Communication : 

6. Phone / Mobile No. : Email id: 

7. * Educational Qualifications : | Sl. No. | Qualification | Marks (%) |
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<tbody>
<tr>
<td>1.</td>
<td>SSLC</td>
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<td>2.</td>
<td>HSC</td>
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<td>3.</td>
<td>Degree</td>
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<td>a. UG :</td>
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<td>b. PG :</td>
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</tbody>
</table>

8. Technical qualifications (Typing / Shorthand / Computer knowledge) : 

9. Previous experience, if any : 

10. Other details, if any : 

* Attested photocopies of
  1. 10th Mark Sheet
  2. 12th Mark Sheet
  3. Provisional Certificate (or) Degree Certificate (or) Consolidated Mark Sheet (or) Mark Sheets of all semesters should be enclosed (Any one is sufficient).

Place :
Date : Signature of the candidate
APPLICATION FORMAT

Application for the post of “PEON”

1. Name : 
2. Father’s / Mother’s Name : 
3. Date of Birth & Age : 
4. Gender : Male / Female
5. Address for Communication : 
6. Phone / Mobile No. : Email id:
7. * Educational Qualifications :
8. Technical qualifications :
9. Previous experience, if any :
10. Other details, if any :

* Attested photocopies of the Transfer Certificate / 10th Mark Sheet should be enclosed.

Place :
Date : Signature of the candidate

Affix recent Passport size photo