



**INSTITUTE for ENERGY STUDIES
ANNA UNIVERSITY, CHENNAI – 25**

**Dr M VENKATA RAMANAN
Professor & Director**

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Date: .01.2023

Ref.No.02/IES/Peon cum Driver/Recruitment-Temporary/2022-2023

RECRUITMENT NOTICATION

Applications are invited from the eligible candidates for “**Peon cum Driver**” post on temporary (daily wage basis) at Institute for Energy Studies, Anna University, Chennai - 25. The applicant should have the following qualification.

S. No.	Name of the Post	Qualification	No. of Post	Rate per day (₹)
1.	Peon cum Driver	VIII pass with Driving License + 3years experience in four wheeler driving	01	445/-

The appointment is **purely temporary** for a period of six months and is likely to be continued, if necessity arises.

Eligible candidates may send their applications in the enclosed format along with the self-attested photocopies of certificates and supporting documents for qualification, experience and other information by email (ies@annauniv.edu) or post to the following address on or before 25.01.2023 at 4.00 p.m.

**The Director,
Institute for Energy Studies,
Anna University, Chennai - 25.**

DIRECTOR - IES

**APPLICATION FOR THE POST OF PEON CUM DRIVER
(TEMPORARY-DAILY WAGE BASIS)**

Ref.No.02/IES/Peon cum Driver/Recruitment-Temporary/2022-2023

1.	Name (in Block Letters)		Photo
2.	Date of Birth & Age		
3.	Address for Communication		
4.	E-mail ID		
5.	Mobile Number		
6.	Nationality		
7.	LMV Driving License Number		
8.	Aadhaar Number		
9.	Educational Qualifications:		
	Qualification	Name of the School/College	Year of Passing
10.	Experience	Organization	Year
11.	Additional Information if any		

Declaration

I hereby declare that the information provided in this application is correct to best of my knowledge and belief, and I am aware that providing wrong information may lead to rejection of my application or termination of my service without any notice, if employed. I am also aware that this application is only for temporary post.

Place:

Date:

Signature of the Candidate

(PTO)

**INSTRUCTIONS FOR FILLING UP THE APPLICATION FORM
(Application not submitted in prescribed format / incomplete
applications will be rejected)**

1. Application form should be neatly typed or handwritten.
2. Enclose self-attested photocopies of relevant certificates / proofs wherever necessary.
3. Only shortlisted candidates will be called for the interview.
4. The actual date, time of the interview will be intimated by email or by telephone to the shortlisted candidates.
5. Candidate attending the interview will do so at their own expenses.
6. The positions are **purely temporary** and the duration is for six months which may be extended depending on the performance with periodical breaks.
7. Write the Name of the post on top of the envelope. The envelope containing the application should be super scribed with Ref.No.02/IES/Peon cum Driver/Recruitment-Temporary/2022-2023
8. Duly filled in application along with self-attested photocopies of relevant certificates should be sent to the address "**The Director, Institute for Energy Studies, Anna University, Chennai- 600 025**". Last date for the receipt of the application is 25.01.2023 at 4.00 p.m.
9. Full address, name of the district and pin code should be clearly mentioned in the envelope.
10. The applicant will be responsible for the authenticity of information and other documents submitted.
11. The decision of the Selection Committee is final.
12. Selected candidate should report to duty immediately.