

JADAVPUR UNIVERSITY
KOLKATA – 700 032

Ref. No. : REC/N/009/17
Dated : 06/01/2017

C I R C U L A R

“A walk-in interview will be held on Tuesday, 17 January 2017, at 12:00 noon in the office of the Department of Comparative Literature, Jadavpur University, for recruitment of one Project Fellow and two Secretarial Assistants for the UGC-sponsored CAS Phase III programme [duration: up to 31.03.2021], under the Coordination of Professor Kavita Panjabi.

For Project Fellow (one post)

- 1. Salary:** Rs 14,000/- p.m. for first two years, Rs. 16,000/- p.m. from third year onwards for non-NET candidates; Rs. 16,000/- p.m. for first two years, Rs. 18,000/- p.m. from third year onwards for NET qualified/PhD degree-holding candidates. [duration: up to 31.03.2021]
- 2. Essential Qualification:** MA in Comparative Literature with at least 55% marks
- 3. Age:** Below 40 years at the time of employment.
- 4. Desirable:** Proficiency in use of computers; ability to use Indic fonts (esp. Bangla)

For Secretarial Assistant (two posts)

- 1. Salary:** Rs. 8,000/- p.m. [duration: up to 31.03.2021]
- 2. Essential Qualification:** Graduate
- 3. Desirable:** Knowledge of computers (MS Word, Excel, PPT), including accounting software (Tally or similar); experience in maintaining electronic equipment and videoconferencing facility; some knowledge of website maintenance.

Application forms are available from the university's Information Office from 11:00 am to 4:00, Monday through Fridays, excluding holidays.

Applicants must bring duly filled-up application form and attested copies of all relevant certificates/mark sheets/etc., along with originals.


Registrar