दिल्ली विश्वविद्यालय
UNIVERSITY OF DELHI

Qualifications:

1. Senior Assistant (Post Code: ND0601)

Pay Level- 06

Essential Qualifications:

(i) A Bachelor's Degree from any recognized University/Institution.
(ii) Three Years' of experience as Assistant or equivalent in the Level 4.
The experience should be in Central/State Government/University/PSU and other Central/State Autonomous Bodies or equivalent pay package in reputed private Companies/corporate banks with a minimum annual turnover of at least Rs.200/-Crores or more.

Note: The candidate should have proficiency in Computer applications, noting and drafting etc.

Age Limit: 35 years

2. Assistant (Post Code: ND0401)

Pay Level- 04

Essential:

(i) A Bachelor's Degree from any recognized Institute/University.
(ii) Two Year experience as Junior Assistant/Equivalent posts in University/Research Establishment/Central State Govt./PSU/Autonomous Bodies or equivalent pay package in reputed private Companies/corporate banks with a minimum annual turnover of at least Rs.200/-Crores or more.
(iii) Speed in English Typing @ 35 wpm or Speed in Hindi Typing @ 30 wpm.

Note: The Candidate should have proficiency in Computer Operations.

Age Limit: 32 years

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