

NOTIFICATION ON THE REVISED SCHEDULE FOR INTERVIEW FOR THE RECRUITMENT OF ONE OFFICE ASSISTANT, AND ONE OFFICE ASSISTANT (FINANCE)

**UNDER
TEQIP, PHASE-III PROGRAMME**

This is to inform to all the applicants who have submitted their applications by the advertised deadline of February 28, 2019 for the positions mentioned above that a written and computer test, followed by an interview of short-listed candidates, will be held on March 18, 2019 in the following premise of the University of Calcutta.

Date of Test/Interview: March 18, 2019.

Reporting Time: 10:00 AM for Office Assistant position*
10:30 AM for Office Assistant (Finance)

** Candidates who have applied for both the positions, must report at 10:00 AM*

Reporting Place: Room #204, 2nd Floor, CRNN Building, University of Calcutta.
JD-2, Salt Lake, Kolkata 700106

Any candidates who has applied for either or both of the positions, has to appear both in the Written and Computer tests. The successful candidates after the written and computer tests will be short-listed for further interview to be conducted on the same day. No delay in appearing by the candidate beyond the scheduled time of commencement of the tests can be compensated.

Candidates are required to bring one Government-issued ID document for verification and one-set of self-attested copy of their certificates, testimonials, marksheet, previous appointment letters (if any), experience letter, etc. and deposit the same at the time of reporting.

Please DO NOT BRING ANY ORIGINAL other than the ID on the date of Interview/Test.

No personal items such as cell phones, hand-bags or study materials will be allowed in the testing room.

Sd/-

Coordinator, TEQIP, Phase-III
University of Calcutta