



UNIVERSITY OF CALCUTTA

Ref No BR/.....62.....

Dated ...28.02.18.....

Application Invited for the posts of Part Time Superintendent and Assistant Superintendent

For Halls and Hostels run by University of Calcutta.

Applications are invited from the female candidates presently holding substantive post in the University of Calcutta, for the **posts of part time Residential/ Non-Residential Part-time Superintendent/ Assistant Superintendent** in under graduate and Post graduate Lady Hostels run by University of Calcutta at different locations within the jurisdiction of Kolkata Under following terms and conditions.

1. The applicant must be an employee working on substantive post of the University of Calcutta.
2. For the post of Part-time Superintendent only University Teachers /Officers are eligible to apply.
3. For the Post of Part-Time Assistant Superintendent, the Non teaching staff not below the rank of Jr. Assistant are eligible to apply.
4. Full House Rent allowance would be deducted from the Salary, if enjoy the facilities of residential quarters.
5. An honorarium of Rs. 3000/- (Three thousand only) per month would be paid for discharging duties of a Part-time Superintendent, while the honorarium in case of Part-time Assistant Superintendent would be Rs. 2000/- (Two thousand only) per month.
6. The appointment will be for one year, likely to be extended onwards upon satisfactory performance, but the maximum tenure will be of two years.
7. The University Authority would have the right to discontinue the appointment at any point of time for dissatisfaction over the performance.
8. The application must be made on a plain paper with all the relevant information and affixing one recent passport size photograph, and duly recommended by the appropriate authority of the University of Calcutta.

The application must be submitted addressed to the Secretary, Board of Residence, University of Calcutta, in the office of the Secretary, Board of Residence, University of Calcutta.

The last date for submitting applications is 15.03.18 at 16.00 hrs.

Note: The nature of the job is of managerial and there is no fixed duty hours.

Sd/-
Secretary
Board Of Residence
University of Calcutta
87/1, College Street
Kolkata-700073