


LOK NAYAK JAI PRAKASH INSTITUTE OF TECHNOLOGY, CHAPRA

Advertisement No.-LNJPIT/TEQIP/Adv no- 03/2018-19
Ref no..LNJPIT/TEQIP/40 Date.. 15/01/2019

Engagement of Project Staff

Applications are invited from eligible candidates for the hiring in TEQIP III cell for the following post, 1. Account Assistant 2. Office Assistant. Last Date of submission: 25.01.2019. Please Visit www.lnjpitchapra.in.


Principal
LNJPIT, CHAPRA
Principal
LNJPIT, Chapra
Govt. of Bihar -841302

Engagement of Staff for TEQIP Cell and their Consolidated Pay per month

Name, Post, Qualification and their consolidated fee/pay per month.

S. No.	Post	Qualification	consolidated fee/pay per month.
1	Accounts Assistant (One) Age Criteria:- Should not exceed 35 years as on date of Advertisement.	M.com/MBA (Finance)/CA-Inter, minimum 03 years of working accountancy experience in any govt. organization/PSU/Educational Institute/reputed firm knowledge of Accounting procedure & basic computer knowledge. Mode of engagement- On contractual basis for a project period to 30 th September 2020(subject to review of performance on annual basis).	30,000.00
2	Office Assistant (One) Age Criteria:- should not exceed 35 years as on date of Advertisement.	Post Graduate in any discipline from Govt. recognized Institute. Minimum 03 years experience in any govt. organization/PSU/Educational Institute/reputed firm. Knowledge of office procedure. A good knowledge of computer application and secretarial practices. Knowledge of English, Hindi typing. Mode of engagement- On contractual basis for a project period to 30 th September, 2020 (subject to review of performance on annual basis).	30,000.00

Interested person may send their Application in the format at Annexure-1 by e-mail to the following Address (lnjpchapratq3.academic@gmail.com)

Nishu/Cem
15/07/19.

2A/ub
15/07/19

A.P.
Principal
LNJPIT, Chapra
Govt. of Bihar -841302

GENERAL TERMS & CONDITIONS

1. Only online applications will be accepted through Email:
lnjpchapatq3.academic@gmail.com
2. If candidate wishes to apply for more than one post, separate application should be submitted.
3. The candidates are advised to have a valid e-mail ID and Mobile no. on which all the communication shall be forwarded to them.
4. Only Indian Nationals are eligible to apply for the above positions.
5. The candidates have to submit the scanned copies of their educational / experience/ eligibility criteria along with the Online Application in order to support their claims for the post he/she has applied for.
6. Documents in support of (i) Qualifications (ii) Experience & (iii) Age, etc have to be produced in "originals" as and when called for group discussion and / or interview
7. The relaxation in the experience criteria and fixation/re-fixation of consolidated fee/pay for the post/(s) shall be as per regulations and any other instructions issued in this regard from time to time shall be subjected to approval of BoG, LNJPIT, Chapra.
8. The place of Interview will be at LNJPIT, Chapra.
9. Engagement of staffs will be on full working day basis and their place of work shall be at LNJPIT, Chapra.
10. The prescribed eligibility qualification and experience should have been acquired as on or before **date of advertisement**. Qualifications should be from approved recognized institutions.
11. The selection process will be based on academic qualifications and experience and will also include group discussion/written aptitude test (WAT)/marks basis and/or interview as may be decided depending on the total number of eligible applicants.
12. In case of false or insufficient information/lack of proof to ascertain the eligibility of the applicant, their candidature will be summarily rejected at any stage of the selection process and action as may be deemed, as per the criminal laws of the country, may be taken anytime.
13. Candidates are informed that mere submission of applications OR fulfilling of the eligibility criteria does not entitle them to be called for interview / selection. Call letters and other information pertaining to this recruitment will be sent to shortlisted candidates by email. Applicants should ensure that the "e-mail id" given in the online application is maintained active.

Bisil Ceru
15/01/19

ZAB
15/01/19

A.O.
Principal
LNJPIT, Chapra
Govt. of Bihar -841302

14. The Advertisement Number and Online Application Number may be noted for future reference.
15. The college authority reserves the right to upgrade the eligibility criteria, in case a large number of applications are received and also increase or decrease the number of posts, as per its discretion without assigning any reason thereof.
16. The above ranges of the consolidated fee/pay per month mentioned on the table are on consolidated basis and are inclusive of all allowances, etc.
17. **It is to be clearly noted that all the above appointments are purely on contractual basis. The engagement does not confer any claim on the candidate to see any other temporary/permanent employment with LNJPIIT, Chapra.**
18. The engagement shall be for project period subject to review of performance on annual basis which is also mentioned in the post advertisement column.
19. No TA/DA will be given for interview or any process for the appointment.
20. Principal LNJPIIT, Chapra reserves the right to discontinue the contractual engagement with one month's prior notice.
21. The last date of receipt of application is 25th January 2019.
22. For further details please Contact Mo. No.- 8873050145/ 8986489766

Note:- The College Administration reserves the right to cancel /modify / withdraw / postpone this recruitment notice.

Reshika
15/01/19

Zahab
15/01/19

H.O.
15/1/19
Principal
LNJPIT, Chapra
Govt. of Bihar -841302

**LOK NAYAK JAI PRAKASH INSTITUTE OF TECHNOLOGY,
CHAPRA**
Engagement of Office Staff in TEQIP Cell

Application Form for the post of

Please read the information carefully on website prior to filling up this application form. You may use separate sheet/s wherever required. Documentary evidence(s) is/are to be attached for the data provided in this application failing which due weightage will not be given during scrutiny,

Please affix your
latest passport
size self attested
photographs

Advertisement No. &

Date.....

Post Applied for.....

1. (i) Full Name (in Block Letters).....
(ii) Father's/Husband's name
(iii) Whether belonging to GEN/SC/ST/OBC/PH.....
2. Date of Birth.....
3. (a) Nationality (b) Gender: (Male/Female)
(c) State/UT to which you belong
(d) Marital Status: Married/Unmarried/Divorced.....

4. Postal Address for correspondence:

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.....
.....

Phone No.: Office and Residence

5. Permanent Address:

.....
.....
.....

Phone No.: Office and Residence

Mobile No.....

E-mail. ID.....

Principal
LNJPT, Chapra
State of Bihar-841302
15/07/19
Principal
15/07/19

6. Educational Qualifications (Start with Highest Qualification)

S.No.	Examination passed	Name of the university/Board	Year of admission	Year of passing	Subject/specialization	% of Marks/Grade(CGPA)	Division/class

7. (a) Post held at present:

Post held	Date of appointment	Nature of the post (Temporary/Probation/Permanent)	Name and address of Employer	Total emolument (Per month)	Responsibilities in the present post

8. Professional Experience (in the reverse chronological order)

S.N.	Name of the employer	Post held/nature of duties	Period of Employment		Pay scale Basic drawn and pay	Total emolument	Reasons for leaving
			From	To			

9. Prize, Awards, Rank received etc. (if any attach certificate)




10. Training Programmed organized/attended

S.No.	Title	Venue	Duration	Sponsoring Authority

11. Language known

S.No.	Read	Write	Speak

12. Extra Curricular Activities.....

13. Please give details of two referees (Not related to the candidate). At least one should be the current superior.

i.) Name	ii) Name
Designation	Designation
Full Address	Full Address
Contact No.	Contact No.
E-mail:	E-mail

DECLARATION

I declare that the statements made in this application are true to the best of my knowledge and belief.

I understand that misleading or wrong information supplied may lead to summarily rejection of application/appointment (if found subsequently)

Signature of Applicant