

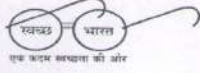


Terms & Conditions

1. The appointment is purely on contract basis initially for one year and does not confer any right to claim of permanent employment in SAI.
2. The contract will entitle the contractual appointee remuneration of Rs.18,164/- per month. The contractual appointee will not be entitled to any other allowances.
3. In case, the Lady Hostel Warden is required to proceed outstation from his place of posting on tour for official duty, she will be entitled to TA/DA as per admissible rules.
4. In case, the performance of the Lady Hostel Warden is not found satisfactory as per the set performance review criterion, the services of such Lady Hostel Warden will be discontinued after giving a prior one (01) month notice.
5. To look after the welfare of the girls inmates in the hostel. To forward applications of Girls for leave in case of illness and other cases to the Incharge. She will be Incharge of the Girls Hostel Building together with all furniture, fittings and other equipments and will see that the same is kept in proper maintenance and repairs.
6. She will supervise the works of servants attached to the Girls Hostel (except mess) and forward their applications for leave and any other purpose with her recommendations. She will maintain the leave register, in and out register and the properly register of the Girls, Hostel. She will ensure that only approved visitors (as indicated by guardians) are allowed to see the girls and that such visits are limited to the timings, laid down procedure. Special permission will have to be obtained from the Incharge by the Concerned students in all other cases. To see that girls return to the hostels on time and any over stay is brought to the notice of Incharge. She will do any other work connected with the welfare of the girls.
7. For any clarifications regarding the Interview process thereof, please send your queries at saisonepat@gmail.com & ddsainrc@gmail.com
8. Eligible and willing candidates are required to bring applications in the prescribed performa attached herewith (at Annexure-I) along with the copy of certificates on 05.09.2018 by 10:00 AM.

Handwritten signature

(Signature of Candidate)



Northern Regional Centre

Annexure-I

Application form for engagement as Lady Hostel Warden
(on contract through outsource agency)

Affix your recent
passport size
photo

1. Name (in BLOCK letters) :
2. Date of Birth :
3. Father's/Husband's Name :
4. Mother's Name :
5. Marital Status :
(Single/Married/Widow)
6. Residential Address :

7. Permanent Address :

8. Category(Gen/OBC/SC/ST) :
9. Email address :
10. Mobile No. :
11. Educational Qualification :

S. N.	Board/University	Year of Passing	Subjects	Percentage

msk

12. Experience Details :

S. N.	Name of the organization/ Institution Department	Designation	Date of Joining	Date of leaving

13. Sports/Extracurricular Activities:

S.N.	Activities

Declaration

I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect my candidature is liable to be cancelled/terminated. I will have no claim for absorption after termination/completion of tenure contract. I shall abide by terms & condition as prescribed. In the event of ineligibility being detected before or after the selection procedure, action can be taken against me under the relevant rules/instruction and hereby undertake to abide by them.

Date :

(Signature of Candidate)

