



**Walk-in-Interview for Engagement of Ex-Servicemen as Stores Assistants  
on Short-term Contractual basis at Hyderabad**

The University proposes to engage the services of suitable Ex-servicemen as Stores Assistant on short-term contractual basis. The minimum eligibility conditions, experience, salary structure etc are as under:-

**Educational Qualification:** Graduation or its equivalent

**Experience:** Must have retired as JCO from Army/Navy/Air force with sufficient experience in maintenance of Military stores and inventory with hands on experience of handling computers and warehousing software.

**Age:** Preferably below 50 years (Further relaxable to reserved categories as per rules)

**Period of Engagement :** On short-term contract basis, initially for a period of six months, further extendable on the basis of performance evaluation and requirement

**Salary Structure :** Last pay drawn from the armed forces minus pension plus usual allowances, as applicable to re-employed civil pensioners

**Job Profile :** (a) Identification and accounting for various physical assets, stores, equipments and other valuables scattered at various Departments/ Centres/ Offices/ Facilities/Campuses of the University and preparation of inventories. (b) Physical verification of stocks (c) Identification of unserviceable goods and equipments and processing for writing off and auctioning thereof and (d) any other allied duties. The selected person is required to travel different campuses of the University for the above work, if required.

**Date & Time of the Walk-in-Interview:** 9.00 AM, Thursday, the 18<sup>th</sup> January 2018

**Venue:** University Guest House, MANUU, Gachibowli Campus, Hyderabad

**Documents required Walk-in-Interview :** Original and photo copies of certificates of proof of education, discharge, experience, age etc alongwith one passport size photograph.

**General:**

1. The registration of candidates will start at 9.00 AM (sharp) and will end at 10.00 AM.
2. No late arrival will be entertained.
3. All the above positions are purely on short-term contractual basis, initially for a period of six months.
4. For all positions, candidate(s) with knowledge of Urdu will be preferred.
5. The University reserves its right not to fill up the advertised posts or cancel the interview if the circumstances warrants.
6. No TA/DA will be provided to the candidate(s) appearing for Walk-in-Interview.
7. Candidates should satisfy themselves about the skill requirements before attending the Walk-in-Interview.
8. Canvassing in any form shall render the candidate ineligible automatically.
9. Candidates should provide one passport size photo, one set of self attested photocopy of all certificates of qualification, proof of age, experience, caste (reserved category) etc along with his/her application.

Registrar

23.12.2017