
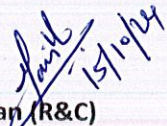
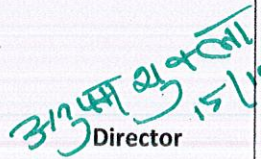


## Annexure-I

		<b>सरदार वल्लभभाई राष्ट्रीय प्रौद्योगिकी संस्थान, सूरत</b> <b>SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY,</b> <b>SURAT</b> <b>સરદાર વલ્લભભાઈ નેશનલ ઈન્સ્ટીટ્યુટ ઓફ ટેકનોલોજી, સુરત</b> <b>डीन कार्यालय (अनुसंधान और परामर्श)</b> <b>The Office of the Dean (Research &amp; Consultancy)</b>		
<b>INTERVIEW</b>				
<p>The Office of the Dean (R&amp;C), SVNIT, Surat invites applications from candidates meeting the following requirements/fulfilling the following criteria and desiring to be considered for the following post purely on a contract basis for the period of Eleven (11) months. Applications are invited through Google Forms with the required details for a personal interview at the specified date. Eligible candidates will be informed by e-mail. For further information visit <a href="http://www.svnit.ac.in">www.svnit.ac.in</a>. No communication will be entertained from (non-eligible) candidates.</p>				
Name of the Post	Total No. of Post(s)	Age	Qualification and Experience	Emoluments
Administrative Assistant	One (01)	Not more than 45 years	<b>Mandatory Requirement:</b> (1) Any graduate with a degree from the Govt. recognized institute. (2) 10 years of experience, working in the Administration of an Office/Govt. Setup. (3) Proficiency in Computer with MS Office knowledge or equivalent.  <b>Desirable Requirement:</b> (1) Experience, working in the Research and Consultancy area <b>OR</b> in the Accounting Office of a Govt. Educational Institute.	Consolidated Emoluments of Rs. 36,000/- per month (based on Experience and Expertise)
<b>Last Date of Application: 25<sup>th</sup> October 2024 till 5.00 pm</b>				
<b>Application Form: (Use Google Link)</b>  <a href="https://docs.google.com/forms/d/e/1FAIpQLSdcF-WB8VVXZF_bYctWQ8qq1sw01y_40UcnJdChOJQAgmUvyA/viewform?usp=sf_link">https://docs.google.com/forms/d/e/1FAIpQLSdcF-WB8VVXZF_bYctWQ8qq1sw01y_40UcnJdChOJQAgmUvyA/viewform?usp=sf link</a>				
<b>Date &amp; Time of personal interview: 5<sup>th</sup> November 2024 starting at 11:00 am</b>				
 Dean (R&C)		 Director		