



ARYABHATTA COLLEGE

University of Delhi

आर्यभट्ट महाविद्यालय

दिल्ली विश्वविद्यालय

Ref. No. AC/TPO/2018/921

Date : 13.11.2018

ADVERTISEMENT FOR THE POST OF TRAINING AND PLACEMENT OFFICER (TPO) ON CONTRACT BASIS

Applications are invited with a Demand Draft of Rs. 200/- (non-refundable) in favour of Principal, Aryabhata College payable at New Delhi for the post of Training & Placement Officer on purely contractual basis for a period of six months. The applications complete in all respect along with bank draft and self-attested copy of certificates/ experience shall reach the College Office by 27.11.2018.

Work Profile :

- Arranging final placement, internships and training facilities for students.
- Coordinating industry-interaction, seminars and workshops.
- Maintenance of databases.
- Regular interaction with students.

Qualification :

A good academic record with 55% marks or an equivalent grade at Master's level in the relevant subject from a recognized University.

Desirable Qualification :

An MBA degree with experience in Recruitment and Human Resource Management.

3 years' experience in industry with exposure to multiple management disciplines. Preference will be given to those who have work experience in a similar position in an academic institution.

Desirable Age : 35 Years (Age relaxation will be allowed as per the guidelines of University of Delhi/ University Grants Commission) and will be relaxed for experienced candidates.

Remuneration : Rs. 30,000/- per month.

Note :

- The College reserves the right not to fill up the post/s advertised without assigning any reason.
- The post is purely on contractual basis and the service can be terminated at any time without notice or without assigning any reason thereof.
- No TA/DA will be paid for attending the test/ interview.


(Dr. Manoj Sinha)
Principal