



RABINDRA BHARATI UNIVERSITY

Emerald Bower Campus: 56 A B.T. Road, Kolkata-700050

Jorasanko Campus: 6/4 Dwarakanath Tagore Lane, Kolkata-700007

PHONE: (033) E.B. Campus: 25571028, 3028, 4028, 7161 J.S. Campus: 22695241, 5242, 6601, 6610

Website : www.rbu.ac.in e-mail: registrar.rbu@gmail.com

EMPLOYMENT NOTIFICATION NO. Estt./5513/2016

Dated : 22/09/2016

Applications are invited for contractual appointment of Hostel Superintendent on residential basis (single room accommodation) on a purely temporary basis.

No. of Post : Female – 1(one)

Age : 40 years and above.

Essential Qualification :

- (i) Graduation from a recognized university/
- (ii) Ex-Servicemen with minimum 15 years service.

Desirable Qualification :

- (i) Post Graduation from a recognized university.
- (ii) Experience in supervising hostel/security administration.

Salary : Rs. 20,000/- (Rupees Twenty thousand only) per month consolidated.

Application form may be downloaded from University Website (www.rbu.ac.in) from 26/09/2016 to 18/10/2016 (upto 4.30 p.m.) and submitted to the Establishment Section of the University along with a Demand Draft of Rs. 200/- (Rupees Two Hundred) only (Rs. 100/- for SC/ST) in favour of '**Rabindra Bharati University**' payable at Kolkata not later than 19/10/2016 (from 11.00 a.m.to 4.00 p.m. on all working days of the University).

The applicants are requested to submit the duly filled-in application form along with requisite testimonials, Demand Draft, certificates and 6(six) copies of application form [Application form + six photo copies of application form and one copy each of all mark sheets, certificates, age proof and other testimonials (1 set)].

Registrar (Acting)



RABINDRA BHARATI UNIVERSITY

Emerald Bower Campus: 56A B. T. Road, Kolkata-700050

Jorasanko Campus: 6/4 Dwarakanath Tagore Lane, Kolkata-700007

PHONE: (033) E. B. Campus: 2557-1028/3028/4028/7161, J. S. Campus: 2269-5241/5242/6601/6610

Website: www.rbu.ac.in e-mail: registrar.rbu@gmail.com

APPLICATION FORM (FOR RECRUITMENT)

(Please fill up separate form for each post)

(Please go through instructions given in the website www.rbu.ac.in carefully before filling-up the Application Form)

Advt. No.....Post No.....

Post applied for

.....

Affix here a
Passport size
Photograph

I. IDENTIFYING DATA:

1. Name in full (in block letters) Dr/Mr/Ms

2. Date of Birth 3. Father's Name

4. Mailing Address

.....

..... Pin Code

--	--	--	--	--	--

Tel No.: Mobile No.....E-mail

5. Permanent Address

..... Pin Code

--	--	--	--	--	--

6. Marital Status7. Nationality

8. State of Domicile 9. Religion :

10. Do you belong to SC ST OBC-A OBC-B PWD General (Please tick the appropriate Category)

(in case of PWD category, please tick PWD-OH/PWD-HH/PWD-VH)

(Please attach attested photocopy of Certificate)

II. MISCELLANEOUS DATA :

1. If selected for appointment, what notice period would you require for joining the post?

.....

2. Names and Addresses of two Referees :

(i)..... (ii)

.....

.....

Recommendations from two Referees, not related to the applicant, who are scholars closely acquainted with the applicant's academic training, accomplishments and capabilities, should preferably be obtained in sealed envelopes and attached with this application, or they be requested to send them directly to the Recruitment Cell of the University by post (not by e-mail)

3. Mention briefly your experience/activities under the following heads, including the positions held, if any:
- (a) University administration
 - (b) Extra-curricular activities of students
 - (c) Residential life of students
4. Knowledge of languages, including Indian languages: (Underline mother tongue and indicate examination(s) passed, if any)
5. List of Enclosures:
- (a) Copies of Mark-sheets & certificate of educational Qualification : Yes/No
 - (b) Copies of other relevant certificate & documents : Yes/No
 - (c) Bank Draft : Yes/No

Bank Draft No. _____ Bank Draft Date _____

Bank Name _____ Branch _____

6. DECLARATION TO BE SIGNED BY THE CANDIDATE

I hereby declare that the information given by me in the Application is true, complete and correct to the best of my knowledge and belief and that nothing has been concealed or distorted. If at any time, I am found to have concealed / distorted any information or given any false statement, my application/appointment shall liable to be summarily rejected/terminated without notice or compensation.

Date:
Place:

Signature of the Applicant

Note: i. Candidates are required to enclose copies of Mark-Sheets & Certificates of Educational Qualification.
ii. Documentary Evidence in favour of other items mentioned above.



RABINDRA BHARATI UNIVERSITY

Emerald Bower Campus: 56A B. T. Road, Kolkata-700050

Jorasanko Campus: 6/4 Dwarakanath Tagore Lane, Kolkata-700007

PHONE: (033) E. B. Campus: 2557-1028/3028/4028/7161, J. S. Campus: 2269-5241/5242/6601/6610

Website: www.rbu.ac.in e-mail: registrar.rbu@gmail.com

APPLICATION FORM (FOR RECRUITMENT)

Acknowledgement

Received an application from _____

for the post of _____

Superintendent / Receiving Assistant