

**University Institute of Engineering & Technology  
Panjab University, Chandigarh**

No. 123/TEQIP-III/UIET

Dated 25/1/18

**JOB VACANCY**

Applications are invited for two posts of **Computer Information Assistant** on a fixed salary of Rs. 20,500/- per month on purely temporary basis i.e. 89 days basis which is extendable from time to time & depending on requirement in UIET under TEQIP-III project. These posts co-terminus with the completion of TEQIP-III project.

Interested candidates with below mentioned qualifications may submit their applications by 12.02.2018 upto 05:00 p.m. along with complete bio data (with valid email address), copies of marks sheets and relevant certificates in the office of University Institute of Engineering & Technology, Sector-25, South Campus, Panjab University, Chandigarh and should appear for Walk-in-interview along with all their original documents and concerned experience certificates. \*Written test will be held as per schedule given below at **University Institute of Engineering & Technology, South campus, Sector-25, Panjab University, Chandigarh.**

No. of Post	Post	Date and Time of Written Test	Date and Time of Interview of shortlisted candidates
1	Computer Information Assistant(MIS)	16.02.2018 at 10:00 a.m.	16.02.2018 at 02:00 p.m.
1	Computer Information Assistant (Procurement)	16.02.2018 at 10:00 a.m.	16.02.2018 at 02:00 p.m.

**Qualifications for the post of Computer Information Assistant (MIS/Procurement)**

**Essential Qualification:**

The candidates should be:

- Bachelor of Computer Applications
- Bachelor of Science or Bachelor of Commerce with Computer Course of one year from a recognized university.

**Age Limit:** The candidate should not be less than 18 years and more than 35 years of age on the last date fixed for submission of application.

**\*Written test will comprise of Computer Skills & Knowledge and General Aptitude. Test will be of 40 minutes duration comprising of 30 MCQ's of one marks each. Maximum marks of the test will be 30.**

**Desirable:** The candidate with 2-3 years work experience in relevant field will be preferred.

No TA/DA will be paid for appearing in the Interview/Test.

  
**Director** Director, UIET  
U. I. E Panjab University,  
Chandigarh Chandigarh