



**INSTITUTE OF HOME ECONOMICS**  
(University of Delhi)  
**इंस्टिट्यूट ऑफ़ होम इकोनॉमिक्स**  
(दिल्ली विश्वविद्यालय)



**NAAC GRADE 'A' ACCREDITED**

Ref. No. ....IHE/2022-23/Admin/Advt./2211

Dated: 6/3/2023

**NOTICE**

The College is inviting applications on prescribed application form to fill up the following posts on purely contractual basis on a consolidated salary, as per University of Delhi norms.

Sl. No.	Name of the post	No. of Post	<u>Qualifications Required</u>
1	Junior Assistant	04	<b>Essential Qualifications</b> 1.A Senior Secondary School Certificate (10+2) or its equivalent qualification from a recognized Board/ University/ Institution. 2.Having a typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi Typewriting through Computers. <b>Maximum Age Limit-</b> 27 years (Age relaxation will be allowed as per the guidelines of University of Delhi/UGC) <b>Consolidated Salary per month</b> Rs.19900/- per month, plus DA as applicable time to time, No other allowances admissible
2.	Office Attendant	02	<b>Essential Qualifications</b> 1. Candidate should have passed class 10 <sup>th</sup> or an ITI equivalent from a recognized board. <b>Maximum Age Limit-</b> 30 years (Age relaxation will be allowed as per the guidelines of University of Delhi/UGC) <b>Consolidated Salary per month</b> Rs.18,000/- per month, plus DA as applicable time to time, No other allowances admissible

The complete application in all respects along with copies of all marksheet/ certificates/ documents/ testimonials should reach the college office on or before 15.3.2023, 5:00 p.m. The schedule of written test will be put up only on college website. The number of posts advertised is indicative and the college reserves the right not to fill up any post and may decrease or increase the number of posts. Any further information, addendum/corrigendum will be posted only on the college website (<http://www.ihe.du.ac.in>).

  
Acting Director



7. Experience, if any (Administrative/Technical/Any other) :

Office in which worked/working	Designation/ Permanent/Temporary	Period		Length of Experience	
		From	To	Years	Month

8. Do you know typewriting/shorthand? If so, state speed:

Typewriting : .....w.p.m, Shorthand.....w.p.m.

9. Any other information.....  
 .....  
 .....  
 .....

Dated.....

.....  
 Signature of Applicant

**Declaration**

I declare that the statements made in the Application Form are true to the best of my knowledge and belief.

Dated.....

.....  
 Signature of Applicant

**Note**

- (i) Attach additional sheets, if necessary.
- (ii) College website (<http://www.ihe.du.ac.in>) and University of Delhi website (<http://www.du.ac.in>).