



# MAHARAJA AGRASEN COLLEGE

University of Delhi  
VASUNDHARA ENCLAVE, DELHI-110096



07.03.2022

## **Notice for Walk-In-Interview on Guest Basis**

Motivated and deserving Candidates are invited for walk-in-interview for the post of OMSP (Instructor) on Guest Basis as per the following schedule in the Principal's office.

Department	Date	Time	Category	Number of Posts
OMSP (Commerce)	11.03.2022	11:00 AM	UR	01

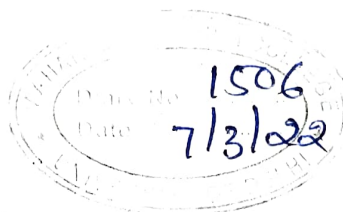
### **Essential Qualifications:-**

1. A Graduate from a recognized University in any discipline with working knowledge of computers.
2. Diploma/Certificate of higher or lower grade in English Shorthand and Typewriting of an examination body other than UPSC.
3. Teaching experience in English Shorthand through common words: (b) Vertical, horizontal or higher frequency word pattern of teaching typewriting and (c) General English.
4. Aptitude for teaching English Shorthand and Typewriting.
5. Minimum of 10 years "service as English Stenographer".

### **Desirable Qualification:**

Graduate Degree in Computer Application Office Management Secretarial Practice or equivalent discipline from a recognized University

- Candidates who are enrolled in the latest panel prepared by the Department of University of Delhi and are eligible in terms of UGC /University of Delhi norms, may **walk in for interview along with all necessary valid certificates (including caste/ disability certificate,**

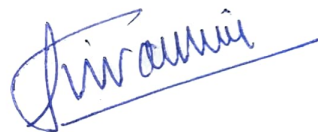


**if applicable) in original as well as self-attested photocopies thereof failing which they shall not be allowed to appear in the interview.**

- An application performa is available on the college website. Candidates should download the same, fill in and bring it at the time of interview.
- Registration shall close at scheduled time therefore Candidates are advised to reach 15 minutes before the time.
- The appointment is purely on Guest Basis as per the UGC regulations. College reserves the right to fill or not to fill any /all the post advertised.
- No TA/DA shall be paid.

**Note: The date for Walk-In-Interview is tentative only. Candidates are requested to monitor the same on college website before turning up for the interview on the scheduled date.**

**The College will place corrigendum if any, on the college website only.**



**Prof. Sanjeev Kumar Tiwari**

Principal (Offg.)

Principal (Offg.)  
Maharaja Agrasen College  
University Of Delhi  
Vasundhara Enclave, Delhi-96

To:-

**DU Website**

**SNA, ICT for College Website**

**File concerned**



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VASUNDHARA ENCLAVE, DEIHI-110096



Application for the Guest Post of Assistant Professor in \_\_\_\_\_

## A. Personal Information

1. (i) Name (in Capital Letter) \_\_\_\_\_  
(ii) Father's Name / Husband Name \_\_\_\_\_  
(iii) Mother's Name \_\_\_\_\_

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passport size  
photograph

2. Date of Birth \_\_\_\_\_ Ag (as on Date) \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Days

3. (i) Nationality \_\_\_\_\_ (ii) Sex: Male/Female \_\_\_\_\_ (iii) Marital Status:  
Married/Unmarried

4. Category (Please Tick ) General ☐ SC ☐ ST ☐ OBC ☐ PH ☐

5. Correspondence Address : \_\_\_\_\_

\_\_\_\_\_ Tel No. \_\_\_\_\_

Permanent Address: \_\_\_\_\_

\_\_\_\_\_ Tel No: \_\_\_\_\_

Email Id : \_\_\_\_\_ Mobile No : \_\_\_\_\_

## B. Educational Qualification

### 6. Academic Qualification

Examination	Year	Main Subject(s)	Division /Grade	Marks Aggregate/ Percentage	School/ college Last Attended	University
Secondary						
Sr. Sec/Inter.						
Bachelor's Degree						

Master's Degree						
M.Phil						
Ph.D						
Title Date of Submission						
Other Restrictions						

7. Whether the candidate has qualified NET/JRF Examination conducted by UGC/CSIR (if \_\_\_\_\_ so, \_\_\_\_\_ give \_\_\_\_\_ details)  
: \_\_\_\_\_

8. Teaching /Research Experience at University and /or Degree College:

Name of the University/ College / Institution	Designation and Scale of Pay	Nature of Post : Adhoc/ Temp/Permanent	Class Taught		Period		Length of Experience
			Under Graduate	Post Graduate	From	To	

9. Number of Research Publication(s): \_\_\_\_\_  
(attach list on a separate sheet , if required)

List of other publications (Books, Chapters in edited books, review articles, with complete details attach on a separate sheet , if required)

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

10. Literary, Cultural or other activities (e.g. attainment in sports etc) in which the applicant is interested and distinctions obtained:

\_\_\_\_\_

**Signature of Applicant**

**Note :**

1. Self-Attested Photocopies of Certificates, Mark Sheet, Testimonials etc. alongwith the originals should be produced at the time of joining, if selected.
2. Applicants appearing for interview shall do so at their own expense.