

University of Kerala

No.Ad.AI.3/534/2015

Notification

Applications are invited from eligible candidates to prepare a list of candidates to be engaged as **Data Entry Operators** on daily wages. Candidates possessing the required qualification and who are within the prescribed age limit can apply for the above post. The format of Application Form shall be downloaded from University website and submitted to the Registrar along with the copies of the relevant certificates in proof of age, Community, qualification etc. along with marklists and copies for the fee remittance Chalan/ Draft.

Qualifications : 1. Undergraduate Degree with First Class in any discipline.
2. PGDCA of not less than one year duration recognised by the Govt.of Kerala for purpose of employment. (Those who have secured Degrees with Computer Data processing/ Science/ applications at Main/ Subsidiary Level are exempted from PGDCA)

Experience : In related work of comparable nature in Govt. or quasi Govt institutions for a period of one year is desirable.

Age : Not more than 36 years as on 01.04.2015 (Relaxation as per rules for SC/ST & OBC)

Fee : E50/- (to be remitted at University Cash Counter/ Friends Counter)
or

Draft drawn at SBT/SBI/ Co-operative Banks for E60/- in favour of the Finance Officer, University of Kerala.

Last date for receipt of application : 25.04.2015.

University Buildings
Thiruvananthapuram.
09.04.2015

REGISTRAR