



Walk-in-Interview for Engagement of Caretakers (Male & Female) on Short-term Contractual basis for Boys & Girls Hostels, MANUU Off Campus, Darbhanga

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The University proposes to engage the services of suitable persons as Caretakers (Male & Female) on short-term contractual basis for Boys & Girls Hostels, MANUU Off Campus Darbhanga (Bihar). The desirous eligible candidates may directly appear in the Walk-in-Interview as per following schedule:

Date & Time of the Walk-in-Interview : **Tuesday, 8th July 2025 at 11.00 AM**

Venue : **MANUU-Polytechnic, Ilyas Ashraf Nagar, Chandanpatti, Laheriasarai, Darbhanga, Bihar – 846 002.**

The minimum eligibility conditions, experience, salary structure etc are as under :-

1	Name of the Post	Caretaker (Male and Female)
2	No. of Position	08 (04 Male and 04 Female)
3	Essential Qualification	(i) Graduate / 3 years Diploma from a recognised University / Institute. (ii) Proficiency in Computer Operations. (iii) Knowledge of Urdu
4	Experience	Two years experience in Managing Hostel / Canteen / Guest House related affairs
5	Monthly Remuneration	₹19,000/- per month (Consolidated)
6	Age	Preferably below 35 years
7	Place of posting	MANUU Hostels, Darbhanga (Bihar)
8	Period of Engagement	On short-term contract basis, initially for a period of 89 days, further extendable on the basis of performance evaluation and requirement
9	Documents required for Walk-in-Interview	Original and self attested photo copies of certificates of proof of education, experience, age etc. along with one passport size photograph



GENERAL CONDITIONS / INSTRUCTIONS:

1. The candidates have to register themselves by **10.00 AM at Office of the Principal, MANUU Polytechnic, Darbhanga;**
2. No late arrival will be entertained;
3. The above position is purely on short-term contractual basis, initially for a period of eighty nine (89) days;
4. Candidate with knowledge of Urdu will be preferred;
5. The University reserves its right not to fill up the advertised post or cancel the interview if the circumstances warrants;
6. No TA/DA will be provided to the candidate(s) appearing for Walk-in-Interview;
7. Candidates should satisfy themselves about the job responsibilities requirements before attending the Walk-in-Interview;
8. Canvassing in any form shall render the candidate ineligible automatically;
9. Candidates should provide one passport size photo, one set of self attested photocopy of all certificates of qualification, proof of age, experience, caste (reserved category) etc. along with his/her application;
10. Candidates should provide two References with contact number and email ID for verification of professional experience.

Date: 01.07.2025

Sd/-
ASSISTANT REGISTRAR (ER-II)



REGISTRATION FORM

Post applied for : _____

Reg. No. _____ (for office use)

1. Name of the applicant (Capital letters) :
2. Father's Name :
3. Date of Birth / Age :
4. Category (SC/ST/OBC/EWS/PWD/UR/XSM) :
5. Educational Qualifications :
6. Technical Qualifications :
7. Experience (attach proof) :
8. Knowledge of Urdu (Yes/No)
If yes, specify the proof :
9. Address for Communication :
10. Contact No. :
11. Email Id. :
12. Name and address with phone numbers of two responsible persons not related to you to whom a reference can be made about you.
i). :
ii). :

Signature of the candidate

Note: Attach one set of photocopies of educational qualification and experience and produce original certificate thereof at the time of walk-in-interview.