

Jammu & Kashmir Entrepreneurship Development Institute (JKEDI)

Sampore, Pampore (Kashmir) -192121/ JLN Udyog Bhawan Jammu -180012/ Industrial Estate Leh, Ladakh-194101
(An organisation of Government of Jammu & Kashmir)

ADVERTISEMENT NOTICE

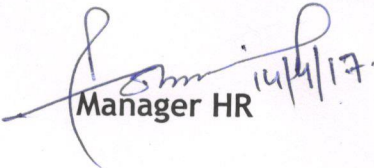
The Institute requires the services of One Administrative Assistant to be engaged on contract for a period of one year against a monthly remuneration of Rs. 10,000/-.

Interested eligible candidates within the age group of 18-40 years as on 01.01.2017 having Post Graduation in any discipline with at least 50% marks, 1 year work experience in Government / Semi-Government / Recognized Educational Institution, speed of 35 w.p.m in typing and sufficient computer knowledge; may apply to the Director, JKEDI on a prescribed format.

Application forms can be had from the office of the Institute at Sempore, Pampore, Kashmir / Ground Floor, JLN Udyog Bhawan, Railhead Complex, Jammu w.e.f 17.4.2017 against a cash payment of Rs. 100.00. The forms can be downloaded from the Institute's website www.jkedi.org as well.

Application forms complete in all respects along with a Demand Draft of Rs. 500.00 favoring Director, JKEDI should reach the office of the Director, JKEDI by or before April 30, 2017 upto 4:00 p.m. Downloaded forms should be accompanied with a Demand Draft of Rs. 600.00.

Eligible candidates shall have to undergo a type test. Candidates who qualify the type test will be subjected to the written test and via-voce and the cumulative merit shall determine the final selection.


Manager HR 14/4/17

No. JKEDI/HR/ADVT/2017/1258

Dated: 14 /04/2017