

Phone : 27666109



MEGHDOOT HOSTEL
UNIVERSITY OF DELHI
DELHI- 110007

MDH/2023-24/ _____

Date- 13.03.2024

ADVERTISEMENT

Applications are invited from eligible candidates for Non-Teaching permanent post of Cook and House Keeper on permanent basis in the Meghdoot Hostel, University of Delhi, Delhi—110007

Details of the post are as follows:

S.No.	Name of Post	Total number of post	Group	Pay Scale	Age Limit	SC	ST	OBC	EWS	PWD	UR
1.	Cook	02	C	02	30 Y	0	0	1	0	0	1
2.	House Keeper (Female)	01	C	04	45 Y	0	0	0	0	0	1

Eligible Criteria for Cook:

- A Senior Secondary School Certificate (10+2) or its equivalent qualification from a recognized Board/ University/ Institution.
- Should have hands on experience in cooking of Indian or western dishes in general from a Hotel or Guest House of repute.
- Should possess sound health and clean habits.

Relaxation of the upper age limit is applicable as per Recruitment Rules of University of Delhi

Eligibility Criteria for House Keeper:

Essential Qualification for the post of House Keeper (Female):

- Graduation from a recognized University.
- Working knowledge of computer.
- Two years' experience in similar field/area (a certificate to this effect as proof of the same may be Submitted).

Desirable Qualifications:

- A diploma or certificate of minimum 6 months in Housekeeping/Home Science or any other relevant subject from a required institute.
- Knowledge of Book Keeping to maintain;
a). Stock Registers

c) Mess Record

Maintenance of registers;

a) Attendance registers of students.

b) Leave Register.

c) Handling of female Attendants and Safai Karamcharis.

- Maximum Age: 45 Years

Required documents to be attached:

- Degree/Certificate of Educational Qualification.
- Proof of age
- Aadhar Card(UID)
- Other supporting document.

Note:

1. The Meghdoot Hostel reserves the right to call limited number of candidate in case the number of applicant is large.
2. The time, date, venue, list of eligible candidates to be called for test/interview and any other relevant information will be displayed on the website of Delhi University and Hostel. No separate communication will be sent to the candidates
3. The last date for the submission of application is 3rd April 2024 or three weeks from the date of publication of the advertisement in Employment News whichever is later.
4. Scheme of the examination will be followed as per Delhi University Rules, 2020 (available at Delhi University Website i.e. (www.du.ac.in))

Interested candidates fulfilling the above criteria may apply by submitting their application addressed to **The Provost, Meghdoot Hostel, University of Delhi, Delhi-110007** on or before last date. The application must be submitted along with the self-attested photocopies of certificates of educational qualifications, experience, date of birth, caste/category certificate and one passport size photograph. The application must reach the office **latest by last date.**



PROVOST

प्रोवोस्ट / Provost

मेघदूत होस्टल / Meghdoot Hostel

दिल्ली विश्वविद्यालय / University of Delhi

दिल्ली-110007 / Delhi-110007