



No.MANUU/ER-II/EF.114/2018-19/1665

15th January 2019

NOTICE

Sub: Conduct of Skill Test for short-term contractual Data Entry Operators and Caretakers – Reg.

Ref: Office Order No. MANUU/ER.II/EF-114/596 dated 13.7.2018


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In terms of para 2 (d)(i) of the Office Order cited, it has been decided by the Competent Authority of the University to hold a Skill Test in Typing/Data Entry through computers for those short-term contractual employees working as Data Entry Operators and Caretakers in the University on Wednesday the 23rd January 2019 at 4.30 pm in the Computer Labs of School of Computer Science & Information Technology.

All the short-term contractual Data Entry Operators/Caretakers presently working in the Sections/Departments/Offices/Institutes situated in Hyderabad, Bangalore and Amravati who did not qualify the earlier Skill Test held on 29.9.2018 may appear in this Skill Test at their own expenses. Outstation candidates will be permitted to avail one day paid leave on the day of test for the above purpose.

The schedule of Skill Test for the Data Entry Operators/Library Assistants working in Delhi, Srinagar, Asansol, Nuh, Bhopal and Sambhal shall be announced in due course.

No other category of employees other than Data Entry Operators/Caretakers shall be allowed to take the skill test scheduled on 23.01.2019.


Asst. Registrar
ER-II

Copy to:

1. All the Deans/Directors/HoDs
2. All the Principals of Satellite Campuses/ CTEs/Polytechnics/it is/Model Schools
3. All the Heads of Non-teaching Sections
4. All the Regional Directors/Assistant Regional Directors of RCs/SRCs
5. Offices of VC/PVC/Registrar/FO/CoE
6. The Director, CIT for uploading on the University website
7. All the Contractual Data Entry Operators/Caretakers through website