



Advt. No.: JCBUST/CCSD/2025/02

Applications are invited from eligible candidates for filling up the following contractual posts purely on temporary basis in the Community College of Skill Development (CCSD):

Sr.	Post	No	Remuneration
1	Junior Programmer (Computer)	01	Rs. 44900/- per month consolidated
2	Trainer- IT Skills	01	Rs. 19900/- per month consolidated
3	Office Executive	01	Rs. 21900/- per month consolidated

General Conditions:

- The initial appointment will be for a period of three months, further extendable on the requirement of the CCSD and performance of the person. The appointment will be purely temporary and may be terminated at any point of time without assigning any reason.
- The CCSD reserves the right to increase/decrease the number of posts or it may not fill any of the posts advertised without assigning any reason.
- Complete details including eligibility conditions, selection criteria and general instructions are available at University website www.jcboseust.ac.in.
- Application Fee is Rs. 500/- (Rs. 125/- for SC/ BC/ESM/EWS applicants of Haryana). The women applicants of Haryana domicile will pay 50% of fee. PwBD applicants of Haryana are exempted from payment of application fee.
- Interested applicants are advised to apply on prescribed format available on the University website along with applicable application fee in form of Demand Draft in favour of Principal-CCSD.
- The Candidate must be a citizen of India. Age limit shall be minimum 18 years & maximum 42 years. Age relaxation is admissible as per State Govt norms.
- The required qualification and relevant experience etc. for eligibility shall be determined as on the last date of submission of application form.
- The eligibility conditions along with selection criteria are placed at **Annexure-A**. The requisite qualification and relevant experience etc. for eligibility shall be determined as on the last date of receipt of application.
- The prescribed essential qualifications and experience indicated are bare minimum and mere possession of the same will not entitle any candidate to be called for test/ interview. The applications may be short-listed on the basis as deemed appropriate by Competent Authority.
- No TA/DA is payable for attending the Test/Interview.

Novel

[Signature]



- Concealment of facts or supply of wrong information will result in cancellation of candidature at any time in addition to legal action.
- The Candidates are advised to keep on visiting the website of the University for related Updates including any corrigendum/addendum, date of interview etc. Further, no information in respect of this advertisement shall be published in the newspaper.
- The complete application form duly signed by the applicant along with all supporting self-attested documents should be sent to the Principal CCSD, J. C. Bose University of Science & Technology, YMCA Faridabad (HR)-121006 latest by 15.06.2025. Any type of corrigendum/addendum/amendments/notice/update etc. related to this advertisement shall be uploaded on University website www.jcboseust.ac.in only.

Principal- CCSD



Annexure-A:

Eligibility Conditions including Qualifications/Experience etc.

1. Junior Programmer (Computer)

B.E / B.Tech in Computer Science & Engineering/Electronics Engineering. OR
MCA/M.Sc. in Computer Science

Desirable: 02 years programming experience in languages like C/C++/JAVA etc., databases: MySQL/ORACLE with PHP etc. Foundations and Practices under WINDOWS/LINUX/UNIX platforms from a recognized Public/PUS/Private organization.

2. Trainer- IT Skills

- Matriculation from recognized board and
- Full time Diploma in Computer Engineering/ Information Technology in regular mode with first division from a recognized Board/university.

Desirable Qualification: At least one-year experience in relevant field in any reputed organization.

3. Office Executive

Bachelor Degree in any discipline from the recognized University.

• Selection criteria Junior Computer Programmer (Contractual):

Written test	Skill test	Interview	Total
40	40	20	100

• Selection criteria for Trainer-IT Skills & Office Executive (Contractual):

The Selection of the applicants to the posts belonging to Group C and D shall be done on the basis of written exam consisting of 100 Multiple Choice Questions (MCQ) out of the prescribed syllabus and attempted within two hours.

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