



## J.C. Bose University of Science & Technology, YMCA, Faridabad, Haryana

(A Haryana State Government University)

(Established by Haryana State Legislative Act No. 21 of 2009 & Recognised by UGC Act 1956 u/s 22 to Confer Degrees)

Accredited 'A+' Grade by NAAC

### Community College of Skill Development (CCSD)

Date: 12-01-2026

#### Advt No. – JCBUST/CCSD/2025/05

Community College of Skill Development at J.C. Bose University of Science and Technology, YMCA, Faridabad, invites applications for engagement of an **Assistant Mobilizer** purely on a contract basis for 11 months. The details regarding eligibility criteria, terms of references, etc. are as under:

S.N.	Post	No. of Vacancy	Eligibility Criteria / Experience	Remuneration	
1	Assistant Mobilizer	01	BBA Degree from a recognized University with at least 02 years' experience in field work	Rs. 35400/- per month consolidated.	
<b>Last Date of submission of application</b>		<b>10/02/2026 ( upto 05:00 PM)</b>			
<b>Date of interview</b>		<b>17/02/2026 (10:00 AM)</b>			
<b>Venue of Interview</b>		Community College (3 <sup>rd</sup> Floor above account section), JCBoseUST, YMCA, Faridabad			

Interested applicants who fulfill all the above eligibility criteria/experience and willing to accept the terms and conditions may send their completed application form as per format in **Annexure-I** along with self-attested copies of educational/technical/experience certificates and other documents in support of their candidature in a sealed cover superscribed "**Application for the Post of Assistant Mobilizer**" addressed to "**The Principal, Community College of Skill Development, J.C. Bose University of Science and Technology, YMCA, Faridabad, Haryana – 121006**". Applications received without copies of educational/technical/experience certificates etc. shall summarily be rejected.

#### **JOB ROLE OF ASSISTANT MOBILIZER:**

The following roles and responsibilities shall be performed, but are not limited to, the following:

1. To undertake extensive field visits to schools, rural areas, and villages for promotion of B.Voc., Diploma, and skill development programmes run by CCSD.
2. To organize and coordinate seminars, awareness programmes, counselling sessions, and student mobilization activities for vocational education and skill development.
3. To interact with school authorities, students, parents, and community stakeholders to enhance enrolment, especially from rural and economically weaker sections.
4. To plan and arrange field visits and community outreach programmes in coordination with local administration.
5. To liaise with Gram Panchayats, Sarpanches, and village-level institutions for promotion of educational initiatives such as Gram Panchayat Scholarship Schemes and other government-sponsored schemes.

6. To support implementation of outreach strategies aimed at increasing visibility, participation, and community engagement in CCSD programmes.
7. To assist CCSD in achieving its mandate of skill development, employability enhancement, and inclusive education at the grassroots level.

#### **TERMS & CONDITIONS:**

1. The engagement is purely on contract basis for a period of 11 months or till further orders, whichever is the earliest, with effect from the date of joining. However, the engagement period may also be extended subject to review at the sole discretion of the competent authority and requirement of the CCSD.
2. The CCSD can terminate the engagement at any time without assigning any reason thereof. However, the appointee will have to give 30 days' advance notice before resigning from the engagement otherwise remuneration will be proportionately deducted in case of short period notice.
3. The employee shall not be entitled to any benefit like Provident Fund, Pension, Gratuity, Medical Attendance Treatment, Seniority, Promotion etc. or any other benefits available to the Govt. servants appointed on regular basis.
4. The employee will not be granted any claim or right for regular engagement to any post.
5. The employee shall be on the whole-time engagement of the CCSD and shall not accept any other engagement, paid or otherwise.
6. The employee may be called to the office on Saturdays, Sundays or any other Gazetted Holidays or may be asked to sit late in the office after office hours, in case of exigency of works. No extra allowances will be permissible for the same.
7. No TA/DA shall be admissible for attending the interview/written test or for taking up the engagement.
8. If any declaration given or information furnished by the candidate proves to be false or if he/she is found to have wilfully suppressed any material information, he/she will be liable for removal from engagement/service and such other action as Council may deem necessary.

#### **GENERAL CONDITIONS:**

1. The Candidate must be a citizen of India.
2. The required qualification and relevant experience etc. for eligibility shall be determined as on the date of the interview.
3. 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.
4. The vacancies shown in the advertisement are indicative and may increase or decrease at the discretion of the CCSD at the time of selection. The CCSD reserves the right not to fill in any of the posts advertised without assigning any reason.
5. No TA/DA is payable for attending the test/interview. Selected candidates will have to join immediately.

6. Concealment of facts or supply of wrong information will result in cancellation of candidature at any time in addition to legal action.
7. The Candidates are advised to keep on visiting the website of the University [www.jcboseust.ac.in](http://www.jcboseust.ac.in) for Related Updates including any corrigendum/addendum, date of interview etc. No information in respect of this advertisement shall be published in the newspaper.
8. No correspondence whatsoever will be entertained from the candidates regarding conduct/result of the Interview.
9. The selected candidate will be offered engagement purely on contract basis. The selected candidate will not have any right to seek regularization.
10. Candidates whose degree is awaited please do not apply.
11. The selected candidates will be required to join immediately.

**Principal, CCSD**

**Application for Engagement of Assistant Mobilizer on Contractual Basis**

*(All details should be filled in BLOCK LETTERS only)*

**Recent Passport**

**Size Photograph**

**1. Full Name (in Block Letters):**

**2. Father's Name:**

**3. Date of Birth:**

**4. Age as on last date of receipt of applications:**

Years: \_\_\_\_\_ Months: \_\_\_\_\_ Days: \_\_\_\_\_

**5. Contact Details:**

**E-mail:**

**Mobile No.:**

**6. Address for Correspondence:**

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**7. Educational / Technical Qualification**

*(A separate sheet may be annexed, if required)*

Class / Course	School / College / University	Year of Passing	Main Subjects	Grade / % of Marks Obtained

**8. Brief Particulars of Experience**

*(A separate sheet may be annexed, if required)*

Name & Address of Organization	Period (From – To)	Post Held	Duties Allotted

Name & Address of Organization	Period (From – To)	Post Held	Duties Allotted

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I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I understand and agree that in the event of my information being found false or incorrect/incomplete or ineligibility being declared at any time before or after selection/interview, my candidature is liable to be rejected and I shall be bound by the decision of the university. I have read the circular and am ready to accept all the terms and conditions for this contractual engagement.

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of the Applicant

**Note: Attach the self attested photo copies of all the documents with the application form.**