

RIGHT PLACE FOR THE BRIGHT PEOPLE



VIGNAN'S

Foundation for Science, Technology & Research

(Deemed to be UNIVERSITY)

-Estd u/s 3 of UGC Act 1956

NAAC
Accredited **A+**

MHRD
nirf 75
RANK

Off Campus*: Vignan Hills, Deshmukhi (V), Pochampally (M),
Yadadri - Bhuvanagiri (Dist.) Telangana - 508 284.

WALK-IN-INTERVIEW ON 18-05-2024 & 19-05-2024

DATE : 18-05-2024 (SATURDAY) & 19-05-2024 (SUNDAY) | TIME : 08:30 AM

Position	Eligibility Criteria
ADMINISTRATIVE STAFF	
Administrative Officer	<ul style="list-style-type: none">Any Master's (or) Equivalent Degree in Management.Experience in MS Office, Fluent in written and spoken English, Hindi and Telugu is must.3 years of experience in any Higher Educational Institutions will be preferred.Knowledge of University and Govt. Regulations with respect to functioning of all Educational Institutions.Age: Below 45 years.
Estate Officer	<ul style="list-style-type: none">Any Bachelor's (or) Master's Degree.5 years of experience in relevant field.Age: Below 35 years.
Assistant Finance Officer	<ul style="list-style-type: none">Qualified in CA / CA-Inter / ICWA / M.Com / MBA (Finance) / B.ComMinimum 5 years of experience in relevant field will be preferred.Good Knowledge in any ERP Packages.Age: Below 45 years.
Jr. Assistants	<ul style="list-style-type: none">Any Graduate (or) Master's Degree.Excellent proficiency in MS Office and Excel.Candidates with excellent skills in drafting letters will be preferred.Candidates with 5 years and above experience in any higher educational institutions will be preferred.Age: Below 35 years.
Jr. Accountants	<ul style="list-style-type: none">Qualified in M.Com / MBA (Finance) / B.ComMinimum 2 - 5 years of experience in relevant field will be preferred.Good Knowledge in any ERP / Accounting Packages.Age: Below 35 years.
Attenders	<ul style="list-style-type: none">SSC. Pass.Age : Below 25 years.
TECHNICAL STAFF	
Electrical Maintenance Assistant / Electrician	<ul style="list-style-type: none">ITI / Diploma (with specialised in R & AC, Electrical).Candidates with minimum 02 years of experience in VRV system will be preferred.Age: Below 30 years.
Network Engineer	<ul style="list-style-type: none">Any Master's (or) Bachelor's Degree / Diploma (or) its equivalent.2 - 3 years of relevant experience in Network and Server Technologies.Age: Below 35 years.
Hardware Technicians	<ul style="list-style-type: none">Post-Graduation / Graduation / Diploma in Information Technology.Excellent Knowledge in Computer Hardware & Software management.Should have knowledge in Internet Connectivity and installation of System Software's.Minimum 2 years work experience in Computer Hardware/Network management and Software installations is required.Candidates with CCNA, CCNP certifications will be given preference.Age : Below 35 years.
Workshop Incharge	<ul style="list-style-type: none">ITI / Diploma (with Carpentry, Fitter, Electrician, Alluminium and Glass works)Candidates with minimum 2 years of experience in relevant field.Age : Below 35 years.
Lab Technicians (Physics, Chemistry, Computers, Engineering Graphics).	<ul style="list-style-type: none">B.Tech. / B.Sc. / Diploma in respective discipline.Candidates with 2 years of experience in any higher educational institution will be preferred.Age: Below 35 years.

Note: The Selected Candidates are required to join immediately.

Venue:

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Please Contact : 8500444991 | Salary as per Qualification & Experience

* Subject to approval by AICTE