

RAJDHANI ENTERPRISES

Head Office: 411, 4th Floor, P.No. 389, Leela Ram Market,
Masjid Moth, South Extn.-I, New Delhi-110049
Branch Office: A-174, Sector-69, Transport Nagar, Noida-201 301, U.P

Application are invited for the following Contractual manpower purely on contract basis for NIB:-

S.No.	Name of the Contractual Post	Educational Qualification & Experience	Age	No. of Post
1.	Technical Associate (Administration, Finance, Procurement & IT Division)	Graduation with 5-10 years experience in Scientific organization in a Govt. Department or Autonomous organization. English typing speed should be 35 w.p.m	Upto 65 Years	08 Posts
2.	Data Entry Operator (Administration, Finance, Procurement & IT Division)	Graduation with Diploma in Computer/Secretarial Practice and 2 years experience in Scientific organization in a Govt. Department or Autonomous organization. Minimum English typing speed should be 35 w.p.m. Desirable: Minimum Hindi typing speed should be 30 w.p.m.	Upto 30 Years	06 Posts
3.	Laboratory Attendant	10+2 and 1 year experience in Scientific organization in a Govt. Department or Autonomous organization.	Upto 30 Years	45 Posts

General Condition:

1. The Competent Authority reserves the right to make any amendment, cancellation and change in this advertisement in whole or in part without assigning any reason.
2. The above age limit and qualification is relaxable as per the discretion of the competent authority in case of candidate having higher qualification & relevant experience.
3. The contract appointment is a temporary nature and can be terminated by giving not less than one month notice on either side at any time without assigning any reason.
4. No TA/DA will be paid for attending the interview. It is not obligatory on the part of Institute to call for interview every candidate who possesses the essential qualification. The Competent Authority reserves the right to reject any or all applications received without assigning any reason or giving notice.
5. Interested candidate send their resume at the following email
Email:rajdhanienterprises2007@gmail.com/ rajdhanienterprises338@gmail.com .
6. Last date to submit the application is 24.04.2023, No application will be entertained after last date and directly forwarded to NIB.