

Applications are invited for following non teaching posts to be filled on contract:

Post	Min. qualification	Preferences
Clerk	Graduation in Arts/Commerce. Punjabi/English typing speed 40 WPM on Computer (One Academic Clerk and One Accounts Clerk)	Experience in education institutions or industry. Working knowledge of Tally is must for Accounts Clerk.
Lab Superintendent	Diploma in Electronics/Computer with 10 years experience or ITI Certificate with 15 years experience. Candidate must have experience in following:- 1.Repair and maintenance of Hardware equipment in the Labs like PCs, workstation, UPS)	
Attendant	10 th Pass	Experience in technical work in the workshop/maintenance work/practical work in Labs
Mechanic	Diploma (Electrical/Mechanical)	Experience in maintenance and service of electronic machines/appliances like AC, water coolers etc.
Plumber	Should have passed National Trade Certificate/National Apprenticeship Certificate in Plumbing/Fitter/Turner Trade and should have got at least two years experience a plumber	Practical Experience of plumbing work
Caretaker	Diploma in any branch of engineering /12 th pass	Experience of working in Men/Women hostels/guest houses/PG, Age: more than 30 years
DPE	Master's Degree in Physical Education or Master's Degree in Sports Science with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) with consistently good academic record. Record of having represented University/College at the Inter University/Inter-Collegiate competitions or the state and/or national championship Qualifying in the nation level test conducted for the purpose by the UGC or any other agency approved by the UGC Passed the Physical fitness test conducted in accordance with these regulations However candidates, who are, or have been awarded Ph.D	

	degree in accordance with the “UGC (Minimum Standards and Procedure for Award of Ph.D Degree0, Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of College Director Physical Education & Sports	
Software developer	B.Tech. (CSE/IT) and M.Tech. (CSE/IT)	At least 2 years experience in software development
Security supervisor	10 th pass	12 th pass/Experience in security of educational institutions/Army
Junior Engineer	Diploma Electrical/Civil Engineering	Experience in construction/Electrical maintenance industry

General Instructions

1. Appointment will be for one year (on contractual basis), which is extendable further on the basis of performance.
2. Allowances as per Nankana Sahib Education Trust (NSET) norms. Deserving candidates may be offered special allowance depending upon the credentials.
3. Unless specified, the Service & Conduct rules of NSET (1970) will be applicable for all type of appointments.
4. Application Fee will be Rs. 500/-.
5. The Selection Committee reserves the right to fill or not to fill any or all of the posts.
6. The candidates are required to bring original of academic, research and experience certificates at the time of interview.
7. Candidates having experience of working in Engineering/Technical institution will be preferred.
8. No TA/DA will be paid for appearing in written test/attending the interview.
9. Retired persons can also apply.
10. Please refer college website www.gndec.ac.in for further update