



**INDIRA GANDHI DELHI TECHNICAL UNIVERSITY FOR WOMEN**  
**(Established by Govt. of Delhi vide Act 9 of 2012)**

File No.: F3(164)/Admn/IGDTUW/2018

Dated: 26<sup>th</sup> July, 2018

**PUBLIC NOTICE**

**Empanelment for Engagement of Part Time Non-Teaching Supporting Staff (Technical/Ministerial)**

This is in response to IGDTUW Public Notice published on University Website on 14<sup>th</sup> June, 2018 for the empanelment for engagement of Part Time Non-Teaching Supporting Staff (Lab Assistant Grade I, Lab Assistant Grade II, Junior Assistants and Multi Tasking Staff (MTS)) on daily/monthly basis.

The test for short listing of candidates for the empanelment of various non-teaching posts as mentioned above will be held as per the following schedule:

Reporting Time for Lab Assistant I, Lab Assistant II, Junior Assistant	9:30 AM 4 <sup>th</sup> August, 2018
Written Test for Lab Assistant I, Lab Assistant II, Junior Assistant	10:30 AM 4 <sup>th</sup> August, 2018
Reporting Time for MTS	2:00 PM 4 <sup>th</sup> August, 2018
Written Test for MTS	3:00 PM 4 <sup>th</sup> August, 2018
Computer Skill Test for Lab Assistant I and Lab Assistant II and Typing Speed Test for Junior Assistant for those candidates who qualify the written test	10:30 AM 6 <sup>th</sup> August, 2018
Verification of the documents of the finally shortlisted candidates for empanelment	2:00 PM 6 <sup>th</sup> August, 2018

For MTS, only written test will be conducted, while for Lab Assistant Grade I and Lab Assistant Grade II, Computer Skill Test and for Junior Assistant, Typing Speed Test will also be conducted for those who qualify the written test. Written Test will be based on OMR. For Junior Assistants, the minimum typing speed (English) will be 30 words per minute. All the candidates are required to bring blue/black pen for marking their answers on OMR sheets.

All the candidates who have applied for the above mentioned posts are advised to report to IGDTUW campus as per the above scheduled date and time. Finally all shortlisted candidates for all the posts will be required to produce the original documents for verification, failing which their candidature will be cancelled for the empanelment.

Once again it is clarified that the above test is only for empanelment for engagement of part time non-teaching supporting staff and not for Contractual or Regular recruitment. The empanelled candidates may be called on need based on daily/monthly basis.

**Registrar, IGDTUW**