



जानकी देवी मेमोरियल कॉलेज JANKI DEVI MEMORIAL COLLEGE

(दिल्ली विश्वविद्यालय)/(University Of Delhi)

सर गंगा राम अस्पताल मार्ग, नई दिल्ली-110060
Sir Ganga Ram Hospital Marg, New Delhi-110060

दूरभाष/Tel. : 49876630, ई-मेल/E-mail : jdmcollege@hotmail.com, वेबसाइट/Website : http://jdm.du.ac.in

आइ एस ओ 21001 : 2018 व आइ एस ओ 9001 : 2015 प्रमाणित एवं NAAC प्रत्यायित A+ महाविद्यालय
An ISO 21001 : 2018 and ISO 9001 : 2015 Certified and NAAC Accredited 'A+' College



Advt No.: JDMC/Advt/NT/2025-26/111

Dated: 09.07.2025

Applications are invited on the prescribed Application Form from the eligible candidates for recruitment to the following posts on purely contractual basis initially for a period of six months which is extendable for further period depending upon the performance of the selected candidates:

S.No.	Name of Post	No. of Posts and Reservations	Maximum Age Limit	Salary (per month)
1.	Junior Hindi Translator	01- Unreserved	35 yrs	Rs. 35,400/- + DA as applicable
2.	Tabla Accompanist	01-Unreserved	45 yrs	Rs. 25,500/- + DA as applicable

Application Form, Qualifications, Scheme of Examination etc. are enclosed.

Please note the following:

1. Candidates fulfilling the eligibility criteria as per University of Delhi/UGC norms may apply.
2. The age relaxation to the reserved categories or others will be as per University of Delhi rules and regulations.
3. All eligible candidates will be required to appear in a Written Test and a Skill Assessment Test.
4. The college reserves the right to add or delete the number of posts or not to fill any or all the above-mentioned post(s).
5. If at any stage, the candidate is found to be ineligible, his/her candidature will stand cancelled.
6. Any addendum/corrigendum, dates of tests etc shall be posted on the college website only.
7. Canvassing in any form shall be a disqualification.
8. Candidates are advised to visit College website www.jdm.du.ac.in regularly for any update regarding this recruitment.
9. Please note that no separate letters will be issued by the college.
10. No TA/DA will be paid.

The Application Forms completed in all respect should reach by Speed/Registered ONLY to the "The Principal, Janki Devi Memorial College, Sir Ganga Ram Hospital Marg, New Delhi-110060. The last date for receipt of completed application form is 25.07.2025. The envelope must be superscribed as "Application for the post of JUNIOR HINDI TRANSLATOR OR TABLA ACCOMPANIST".

[Signature]
PRINCIPAL
प्राचार्य/Principal

जानकी देवी मेमोरियल महाविद्यालय
Janki Devi Memorial College
सर गंगा राम हॉस्पिटल मार्ग नई दिल्ली-110060
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संदर्भ संख्या/Ref No. JDMC/Adv+/NT/2025-26/111

दिनांक/Dated. 09-07-2025

निम्नलिखित पदों पर भर्ती के लिए योग्य अभ्यर्थियों से निर्धारित आवेदन प्रपत्र पर आवेदन आमंत्रित किए जाते हैं, जो पूर्णतः संविदा के आधार पर प्रारम्भ में छह माह की अवधि के लिए होगा, जिसे चयनित अभ्यर्थियों के प्रदर्शन के आधार पर आगे की अवधि के लिए बढ़ाया जा सकता है:

क्रम संख्या	पद का नाम	पदों की संख्या और वर्ग	अधिकतम उम्र सीमा	वेतनमान/ वेतन श्रेणी/ पदक्रम वेतन
1.	कनिष्ठ हिंदी अनुवादक	01- अनारक्षित	35	रु. 35,400/- + डी.ए. जैसा लागू होगा
2.	तबला संगतकार	01- अनारक्षित	45	रु. 25,500/- + डी.ए. जैसा लागू होगा

आवेदन पत्र, योग्यता, परीक्षा की योजना आदि संलग्न हैं।

कृपया निम्नलिखित पर ध्यान दें:

1. दिल्ली विश्वविद्यालय/यूजीसी मानदंडों के अनुसार पात्रता मानदंड को पूरा करने वाले उम्मीदवार आवेदन कर सकते हैं।
2. आरक्षित श्रेणियों या अन्य को आयु में छूट दिल्ली विश्वविद्यालय के नियमों और विनियमों के अनुसार दी जाएगी।
3. सभी योग्य उम्मीदवारों को लिखित परीक्षा और कौशल मूल्यांकन परीक्षा में शामिल होना होगा।
4. कॉलेज के पास पदों की संख्या बढ़ाने या हटाने या उपर्युक्त पदों में से किसी या सभी को न भरने का अधिकार सुरक्षित है।
5. यदि किसी भी स्तर पर अभ्यर्थी अयोग्य पाया जाता है, तो उसकी उम्मीदवारी रद्द कर दी जाएगी।
6. कोई भी परिशिष्ट/शुद्धिपत्र, परीक्षा की तिथियां आदि केवल कॉलेज की वेबसाइट पर ही पोस्ट की जाएंगी।
7. किसी भी रूप में प्रचार करना अयोग्यता होगी।
8. उम्मीदवारों को सलाह दी जाती है कि वे इस भर्ती के बारे में किसी भी अपडेट के लिए नियमित रूप से कॉलेज की वेबसाइट www.jdm.du.ac.in देखें।
9. कृपया ध्यान दें कि कॉलेज द्वारा कोई अलग से पत्र जारी नहीं किया जाएगा।
10. कोई यात्रा भत्ता / महंगाई भत्ता प्रदान नहीं किया जाएगा।

सभी तरह से भरे गए आवेदन पत्र स्पीड / रजिस्टर्ड पोस्ट द्वारा केवल "प्राचार्य, जानकी देवी मेमोरियल कॉलेज, सर गंगा राम अस्पताल मार्ग, नई दिल्ली-110060" तक पहुंचने चाहिए। भरे हुए आवेदन पत्र की प्राप्ति की अंतिम तिथि 25.07.2025 है। लिफाफे पर "कनिष्ठ हिंदी अनुवादक या तबला संगतकार के पद के लिए आवेदन" लिखा होना चाहिए।

(Handwritten signature)
प्राचार्य

प्राचार्य/Principal
जानकी देवी मेमोरियल महाविद्यालय
Janki Devi Memorial College

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1.	Name of Post	Junior Hindi Translator
2.	No. of Posts	02
3.	Classification	Group B. Ministerial
4.	Scale of Pay Pay Band/Grade Pay	Pay Level 06
5.	Whether Selection Post or Non-Selection Post (Applicable to Promotion)	Not Applicable
6.	Age limit for Direct Recruits	35 years
7.	Educational and other qualifications required for direct recruits	<p>Essential Qualifications:</p> <p>Master's degree of a recognized University in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree level;</p> <p>OR</p> <p>Master's Degree of a recognized University in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level;</p> <p>OR</p> <p>Master's Degree of a recognized University in any subject other than Hindi or English, with Hindi medium and English as a compulsory or elective subject or as the medium of examination at the degree level;</p> <p>OR</p> <p>Master's Degree of a recognized University in any subject other than Hindi or English, with English Medium and Hindi as a compulsory or elective subject or as a medium of examination at the degree level;</p> <p>OR</p> <p>Master's Degree of a recognized University in any subject other than Hindi or English, with Hindi and English as a compulsory or elective subjects or either of the two as a medium of examination and the other as a compulsory or elective subject at the degree level.</p> <p>AND</p> <p>Recognized Diploma or Certificate course in translation from Hindi to English & vice versa or two years' experience of translation work from Hindi to English and vice versa in Central or State Government Office, including Government of India Undertaking</p> <p>Studied one of the languages other than Hindi included in the 8th Schedule of the Constitution at 10th level from a recognized board.</p>



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8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of Probation (if any)	02 years for the Direct Recruits.
10.	Method of Recruitment, whether by direct recruitment or by promotion or by deputation absorption and percentage of the post to be filled by various methods.	Direct Recruitment
11.	In case of recruitment by promotion/ deputation absorption, grades from which promotion deputation absorption to be made	Not applicable.
12.	Composition of DPC or Selection Committee	As per Appendix-I Appendix-II, as applicable, of the Recruitment Rules.

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II. Note regarding the conduct of recruitment process and finalization of result:

1. The question paper for Preliminary Test, Examination (Main) as indicated in Section I and II would be bilingual (English and Hindi) and the applicant will have the option to respond in either of the languages. However, the same medium of language must be used throughout.
2. All the questions in Preliminary test shall be compulsory. Each question carries 04 marks. There shall be negative marking of 01 mark for each wrong answer. The cut-off for qualifying the Preliminary test will be 50% marks of the average score of the top 05% of the candidates. There will be a relaxation of 05% marks for candidates belonging to SC, ST categories, and 10% for the PwBD category. (The relaxations shall be calculated on the cutoff arrived for UR candidates).
3. Further, against one vacant post, 30 applications shall be shortlisted on merit based on Preliminary test. For more than one post, additional 15 applications shall be shortlisted for each remaining advertised post. (For example, for one post, 30 applications; for two posts, 45 applications; for three posts, 60 applications and so on). The candidates securing same marks as cut-off would be shortlisted for the next stage.
4. The Final assessment shall be based on Examination (Main) and Interview/Personality Test as indicated in preceding sections.
5. Merit shall be drawn for only those shortlisted candidates who have appeared for both components of final assessment, i.e. Examination (Main) and Interview/Personality Test. Merit shall be drawn on the basis of combined result of such candidates for both these components.

B.6.2 Scheme of Examination for Hindi Translator

1. The process of Recruitment shall be carried out in two stages:

Stage 1: Shortlisting of applicants on the basis of a preliminary test (Multiple Choice Question - MCQ based).

Stage 2: Selection of candidates based on Examination (Main) followed by Skill Test.

Stage 1: Preliminary test for shortlisting of applicants

The applicants shall be shortlisted for the next stage of recruitment through an examination based on MCQ as per details given below (This stage will not be conducted if the number of applicants is less than the ratio of 1:30, where former is the number of vacant posts for a category and latter is the number of applicants in that category):

Scheme of the Examination of Preliminary test



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Description	Syllabus in brief	Duration: 2 hours*	
		NO. OF QUESTIONS	MARKS
Examination MCQ based	• Knowledge of Language of Hindi	25	200
	• Knowledge of Language of English	25	
	• Translation	25	
	• Rajbhasha Adhiniyam, 1963 and related rules and regulations	25	
	TOTAL	100	200

• This test will only be for shortlisting and will have no weightage in the final assessment.

*20 minutes per hour extra would be given to Visually Impaired, Cerebral Palsy candidates or similarly-placed candidates from PwBD category.

Stage 2: Selection of candidates

a) Examination (Main)

Scheme of Examination		Duration: 2 hours*	
Description	Syllabus in brief		MARKS
Examination (Main) (Descriptive)	• Basic knowledge of Educational Administration and Management	200	
	• Knowledge of Hindi and English Language		
	• Rajbhasha Adhiniyam		
	• Translation		
	TOTAL		200

*20 minutes per hour extra would be given to Visually Impaired, Cerebral Palsy candidates or similarly-placed candidates from PwBD category.

b) Skill Test

Description	Time	Marks
Skill Test	As decided by the concerned evaluating experts	The test will be of 100 marks. To qualify, the candidate should obtain minimum 50 marks.
		This will, however, be only qualifying in nature.

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TOTAL

100

- Shortlisted candidates, who appear for the Examination (Main) as per Stage 2 of the selection process, will only be permitted to appear for Skill Test.
- Skill test will only be qualifying in nature.

II. Note regarding the conduct of recruitment process and finalization of result:

1. The question paper for Preliminary Test, Examination (Main) and Skill Test would be bilingual (English and Hindi) and the applicant will have the option to respond in either of the languages. However, the same medium of language must be used throughout.
2. All the questions in Preliminary test shall be compulsory. Each question carries 02 marks. There shall be negative marking of 0.5 mark for each wrong answer. The cut-off for qualifying the Preliminary test will be 50% marks of the average score of the top 05% of the candidates. There will be a relaxation of 05% marks for candidates belonging to SC, ST categories, and 10% for the PwBD category. (The relaxations shall be calculated on the cutoff arrived for UR candidates).
3. Further, against one vacant post, 30 applications shall be shortlisted on merit based on Preliminary test. For more than one post, additional 15 applications shall be shortlisted for each remaining advertised post. (For example, for one post, 30 applications; for two posts, 45 applications; for three posts, 60 applications and so on). The candidates securing same marks as cut-off would be shortlisted for the next stage.
4. The Final assessment shall be based on Examination (Main) and Skill Test as indicated in preceding section. Skill Test will only be qualifying in nature.
5. Merit shall be drawn for only those shortlisted candidates who have appeared for both components of final assessment, i.e. Examination (Main) and Skill Test. However, merit list will be drawn only on the basis of Examination (Main) and Skill Test will only be qualifying in nature.

B.7. Scheme of Examination for Dispatch Rider/Driver

I. The process of Recruitment shall be carried out in two stages:

Stage 1: Shortlisting of applicants on the basis of a preliminary test (Multiple Choice Question - MCQ based).

Stage 2: Selection of candidates based on Examination (Main) followed by Skill Test.

Stage 1: Preliminary test for shortlisting of applicants

The applicants shall be shortlisted for the next stage of recruitment through an examination based on MCQ as per details given below (This stage will not be conducted if the number of applicants is less than the ratio of 1:30, where former is the number of vacant posts for a category and latter is the number of applicants in that category);



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1.	Name of Post	Tabla Accompanists
2.	No. of Posts	15
3.	Classification	Group C, Non-Ministerial
4.	Scale of Pay Pay Band Grade Pay	Pay Level 04
5.	Whether Selection Post or Non-Selection Post (Applicable to Promotion)	Not Applicable
6.	Age limit for Direct Recruits	45 years
7.	Educational and other qualifications required for direct recruits	<p>Essential Qualifications:</p> <ol style="list-style-type: none">1. Proficiency in the art of Tabla Pakhawaj playing with particular reference to the accompaniment aspects for Vocal (both classical and semi-classical) as well as Instrumental music.2. Degree in Tabla Pakhawaj <p>OR</p> <p>Diploma 10-2 examination of any Indian Board and should have undergone training in Tabla Pakhawaj under an established Guru, for a period of minimum 6 years.</p> <p>Desirable:</p> <ol style="list-style-type: none">1. Knowledge of other percussion instruments like Dholak, Naal, etc.2. Knowledge of Hindustani Music, both Vocal and Instrumental.3. Minimum two years of work experience in a University College recognized institution A.I.R. Doordarshan.4. A.I.R. grade will be given preference. <p>Note: The Proficiency in the art will be assessed through practical skill test.</p>
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of Probation (if any)	02 years for the Direct Recruits.
10.	Method of Recruitment, whether by direct recruitment or by promotion or by deputation absorption and percentage of the post to be filled by various methods.	By Direct Recruitment Short-term contract.
11.	In case of recruitment by promotion deputation absorption, grades from which promotion deputation absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Appendix-I Appendix-II, as applicable, of the Recruitment Rules.



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on). The candidates securing same marks as cut-off would be shortlisted for the next stage i.e. Skill Test.

4. The Final Assessment shall be based on Written Test and Skill Test as indicated in preceding section Skill Test will only be qualifying in nature.
5. Merit shall be drawn for only those shortlisted candidates who have appeared for both components of final assessment, i.e. Written test and Skill Test. However, merit list will be drawn only on the basis of Written test and Skill Test will only be qualifying in nature.

B.9. Scheme of Examination for Tabla, Sarangi, Violin, Mridangam, Harmonium, Tanpura Accompanists, Pakhawaj Player

1. The process of Recruitment shall be carried out in two stages:
Stage 1: Written Test (Multiple Choice Question-MCQ based).

Stage 2: Skill Test.

Stage 1: Written test

The applicants shall be shortlisted for the next stage of recruitment through an examination based on MCQ as per details given below:

Scheme of the Examination of Preliminary test

Description	Syllabus in brief	Duration: 2 hours*	
		NO. OF QUESTIONS	MARKS
Examination MCQ based	<ul style="list-style-type: none"> Details of subject to be covered for different accompanist is given at the end of this section (Candidates will be required to appear for the test according to the syllabus prescribed for the post applied for as given in the following section) 	100	200
TOTAL		100	200

*20 minutes per hour extra would be given to Visually Impaired, Cerebral Palsy candidates or similarly-placed candidates from PwBD category.

Syllabus for different areas: Questions will be a combination of the following topics:

A. Syllabus for Hindustani Music Accompanists – Tanpura, Harmonium & Sarangi



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1. Definition of Nada and its characteristic features.
2. Definition of Shruti and the number of shrutis.
3. Definition of Swara, the number and types of swars – Shuddha, Komal and Teevra.
4. Definition of Saptak and its types – Mandra, Madhya and Taar.
5. Definition of Raga and its following features – Vadi, Samvadi, Anuvadi, Vivadi, Aroha, Avaroha, Pakad, Audav, Shadav and Sampoorana.
6. Definition of Thaata, names of the ten thaatas of Pt. Bhatkhande and their swaras.
7. Definition of Taal and its various components – Maatra, Tali, Khali, Vibhag, Sam & Theka.
8. Definition of Laya and its three types – Vilambit, Madhya and Drut.
9. Basic knowledge of the following ragas – Bhupali, Yaman, Alhaiya Bilawal, Kafi, Khamaj, Bhairav and Miyan ki Todri.
10. Knowledge of the following talas – Teentaal, Ektaal, Dadra, Kaharva, Jhaptaal, Tilwada, Roopak and Chautala.
11. Categories of instruments: Tat, Sushir, Ghan, Avanadhha

B. Syllabus for Hindustani Music – Tabla & Pakhawaj

1. Knowledge of Basic Bols (Varnas) of Tabla and Pakhawaj.
2. Structural knowledge of Tabla and Pakhawaj.
3. Brief Knowledge of Teentala, Jhaptala, Ektala, Tilwada, Rupak, Keharva, Dadra, Soolatala, Chartala, Teevra and Dhamar.
4. Definition of following terms: Taal, Laya, Matra, Theka, Sam, Tali, Khali, Vibhag, Avartan, Theka, Kayada, Rela, Tihai, Chakradhar Tihai & Tukra.
5. Knowledge of Laya: Vilambit, Madhya, Drut.
6. Layakari: Tah, Dugun, Tigun, Chaugun, Aad, Kuad, Biad
7. Baaj and Gharanas of Tabla such as Delhi, Ajrada, Farukhabad, Lucknow, Banaras and Punjab.
8. Style of performance of the following Artistes: Pt. Anokhe Lal Mishra, Ust. Latif Ahmad Khan, Ust. Karamatulla Khan, Ust. Allarakha Khan, Pt. Nana Panse and Pt. Kudau Singh.
9. Knowledge of Tabla accompaniment with Dhrupad, Dhamar, Khayal-Vilambit & Drut, Sadra, Bhajan, Geet, Ghazal, Tarana, Thumri, Chaiti & Kajri.

C. Syllabus for Karnatak Music – Mridangam

Unit 1. Definition and brief explanation of:

- a) Nada – Ahata and Anahata Nada
- b) Shruti – Nyuna – Pramana – Poorna
- c) Swara and Swarasthana
- d) Tala, Laya, Kalapramana, Akshara kala

Unit 2. Knowledge of Talas and its details.

- a) Sapta tala – Jaati- Gati Varieties: Shadangas, Scheme of 35 Talas
- b) Chaputala and its varieties, Desadi and Madhyadi talas.

Unit 3. Classification of musical instruments in general:-

- a) Tata – Avanadhha – Ghana – Sushira



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- b) Construction, tuning and playing techniques of Mridangam.
 c) Parts of Mridangam – Varu, Choru, Toppi, Moottu, Kutti, Edamthalai, Valam Talai etc.
- Unit 4. Basic Knowledge of Musical forms figuring in Abhyasa gana:-
 Varnam, Kriti, Kirtana, Padam, Javali, Tillana, Ragam-Tanam-Pallavi.
- Unit 5. Knowledge of Basic Lessons:-
 Patha Varisakal – Taithakaram – Ghumuki – Chollukkattu etc.
- Unit 6. Knowledge of Advanced lessons:-
 Farans – Koraiyu – Mara – Koruvai – Taniyavarittanam etc.
- Unit 7. Specialities of Palghat and Pazhani School of Mridangam Playing.

D. Syllabus for Karnatak Music – Violin & Tanpura

- Unit 1. Definition and basic concepts of:
 a) Nada – Ahata and Anahata Nada, Varieties in Ahata Nada
 b) Sruti – Nyuna, Pramana & Purnasruti
 c) Swara – Prakriti and Vikriti swaras, swarasthanas.
 d) Vadi, Samvadi, Anuvadi, Vivadi
 e) Tala, Laya, Kalapramana
- Unit 2. Raga classification-Janaka, Janya system, scheme of 72 Melakarta, Varja & Vakra Raga etc.
- Unit 3. Scheme of 35 talas, Suladi Sapta Talas, Chaputala and its varieties, Shadangas, Desadi and Madhyadi talas.
- Unit 4. Classification of musical instruments in general and Construction, Tuning and Playing techniques of Tambura, and Violin.
- Unit 5. Basic Knowledge of Musical forms figuring in
 a) Abhyasa gana :- Geetam, Jatiswaram Varnam
 b) Sabha gana:-, Kriti, Kirtana, Swarajati, Varnam Padam, Javali, Tillana, Ragam-Tanam-Pallavi.
- Unit 6. Basic knowledge of Kalpita Sangita and branches of Manodharma Sangita.

Note: For Tanpura accompanist, the questions will be a combination of syllabus under A for Hindustani Music as well as syllabus under B for Karnatic Music)

Stage 2: Skill Test

Description	Time	Marks
Skill Test	As decided by the concerned evaluating	The test will be of 100 marks.
• Theoretical and Practical knowledge		



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	of playing the different instruments for which the candidate has applied for as accompanists.	experts	To qualify, the candidate should obtain minimum 50 marks.
			This will, however, be only qualifying in nature.
TOTAL		100	

II. Note regarding the conduct of recruitment process and finalization of result:

1. The question paper for Written Test and Skill Test would be bilingual (English and Hindi), and the applicant will have the option to respond in either of the languages. However, the same medium of language must be used throughout.
2. All the questions in Written test shall be compulsory. Each question carries 02 marks. There shall be negative marking of 0.5 mark for each wrong answer. The cut-off for qualifying the Preliminary test will be 50% marks of the average score of the top 05% of the candidates. There will be a relaxation of 05% marks for candidates belonging to SC, ST categories, and 10% for the PwBD category. (The relaxations shall be calculated on the basis of cut-off for UR candidates).
3. Further, against one vacant post, 30 applications shall be shortlisted on merit based on Written test. For more than one post, additional 15 applications shall be shortlisted for each remaining advertised post. (For example, for one post, 30 applications; for two posts, 45 applications; for three posts, 60 applications and so on). The candidates securing same marks as cut-off would be shortlisted for the next stage.
4. The Final assessment shall be based on Written Test and Skill Test as indicated in preceding section. Skill Test will only be qualifying in nature.
5. Merit shall be drawn for only those shortlisted candidates who have appeared for both components of final assessment, i.e. Written test and Skill Test. However, merit list will be drawn only on the basis of Written test, and Skill Test will only be qualifying in nature.

Following is also notified with respect to the employees working on contract/ad hoc/ temporary basis in the University and its colleges, wherever recruitment is made on the basis of written test, with respect to the direct recruitment to the Non-Teaching Posts up to the Pay Level 6 (VII Central Pay Commission).

- a) The employees working on contract ad hoc/ temporary basis in the University and its colleges shall be awarded additional one mark for each year of service subject to a maximum of 10 marks in Preliminary test for shortlisting of applicants, if applicable and is conducted. Further, since the Scores for Preliminary test are only for the purpose of shortlisting of the candidates and merit for final selection is to be drawn

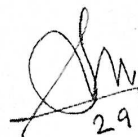


दिल्ली विश्वविद्यालय

UNIVERSITY OF DELHI

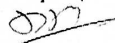
on the basis of Examination (Main), additional one mark for each year of service subject to a maximum of 10 marks shall be added to the scores of the employees working on contract/ ad hoc/ temporary basis in the University and its colleges for the purpose of drawing the final merit list.

- b) This is in line with the decision of the Hon'ble Supreme Court (Civil Appeal No. 1007 with 1008 of 2021) in University of Delhi Vs Delhi University Contract Employees Union & Ors. dated 25.03.2021.
- c) These provisions shall be applicable for employees working on contract ad hoc temporary basis in the University and its colleges as on the date of pronouncement of the decision of the Hon'ble Supreme Court in Civil Appeal No. 1007 with 1008 of 2021, i.e., 25.03.2021.


29/05/2025

उप कुलसचिव (भ. एवं प्रो.)

Deputy Registrar (R&P)



Application No. _____
(to be filled in by the office)



Please duly attested
passport size
photograph

JANKI DEVI MEMORIAL COLLEGE

Sir Ganga Ram Hospital Marg,
New Delhi-110 060

POST APPLIED FOR _____

Please read the notes carefully given at the end before filling the form.

1. Name (in block letters): _____
2. Father's/Husband's Name: _____
3. (i) Date of Birth (in figures): _____
(in words): _____
(ii) Age _____ Years _____ Months(as on date) _____
4. Nationality: _____ Male/Female _____ Married/Unmarried _____
5. Postal Address _____
_____ Pin code _____ Contact No. _____ Email : _____
6. Permanent Address _____
_____ Pin code _____ Contact No. _____ Email : _____
7. Do you belong to Scheduled Caste/Scheduled Tribe or OBC? If so, state the name of the Caste/Tribe and attach a Certificate _____
8. Are you Ex-service man/Disabled Personnel/Development or Defence Personnel Killed in action? If so, attach certificates _____
9. Are you a Physically Handicapped Person? If so, give details _____
10. Have you been debarred or punished for adopting unfair means in any examination by the Institution/Board or University? if so, please specify _____

11. Educational Qualifications:

Examination Passed	Name of the University/Board	School/College Attended	Division with percentage of marks obtained	Year of passing	Subjects offered

12. Are you attending any part-time/full time course of study? If so, state the name of the course and the Institution you have joined: _____

13. Experience, if any:

Office in which worked/working	Designation	Period From	To	Length of Experience	
				Years	Months

14. Indicate the time you will require to join, if selected _____

15. Do you know typewriting/shorthand? If so, state speed:

English Shorthand _____ w.p.m. Typewriting _____ w.p.m.

Hindi Shorthand _____ w.p.m. Typewriting _____ w.p.m.

16. Do you have working knowledge of Computers? If so, give details _____

17. Have you applied for any other post of the college? If so, state the name of the post and date when applied: _____

18. Any other information _____

Dated _____

Signature of the Applicant

Declaration:

I declare that all the statements made in the Application Form are true to the best of my knowledge and belief.

Dated _____

Signature of the Applicant

Forwarded (only for those who are already employed):

The facts stated in the above application have been verified and found correct.

Dated _____

Head of the Deptt./Institution
(with seal)

Notes:

1. Attested copies of all relevant certificates, degrees, testimonials etc. should be attached with the application and the originals must be produced at the time of interview and at the time of joining, if selected.
2. Applicants who are in employment should send their application through their employers.
3. One recent passport size photograph should be pasted on the application form.
4. Incomplete application form will be rejected.
5. No T.A./D.A. will be paid for attending the prescribed tests and interviews.
6. Minimum qualifications and pay scale for the posts advertised are attached with the application form.