



SHRI VISHWAKARMA SKILL UNIVERSITY

(State University enacted under the Government of Haryana Act 25, 2016)

WALK-IN-INTERVIEW

Advt. No. SVSU/ 2022/ Estt. / Cont./005

The University invites the interested candidates to attend the Walk-in-interview for the following post scheduled on 02/06/2022 at 09:00 AM in the Shri Vishwakarma Skill University, Transit office, Plot no. 147, Gurugram – 122003

Post Code	Name of the Post	Remuneration/Salary	Tenure	No. of posts & Category
01	Law Assistant	Consolidated Salary – Rs. 35400/- pm	06 Months or till the regular employee joins on the said post	One (01) – UR

Abbreviations: UR- Un-Reserved, pm – per month

The Interested, eligible and experienced candidates may attend the interview. The candidates may bring application form, duly filled in, on the prescribed format along with his/her bio-data and one set of photocopy of all the essential certificates along with original certificates. The terms and conditions of engagement will be as per University policy. No TA/DA will be paid for the purpose.

For detailed terms & conditions along with prescribed qualifications and eligibility criteria , please visit the University website www.svsu.ac.in

REGISTRAR



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Eligibility and Qualification/ Experience for Posts

S. No	Name of Post(s) / mode of recruitment	No. of Post(s)	Consolidated Salary	Qualification/ Experience
1.	Law Assistant (Contract)	01	35,400/-	Graduation in law (Professional Degree) with at least 50% marks from a recognized University with 3 years' experience of practicing in court of law preferably in service matter



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(Application for Recruitment on Contract Basis)

Affix Recent
Passport
Size
Photograph
Duly Signed

1. Advertisement No. :	
2. Post applied for :	
3. Full Name : (in Blocks)	
4. Date of Birth :	____/____/____(DD/MM/YYYY)
5. Age as on..... :	
6. Gender :	
7. Nationality :	
8. Aadhaar No. :	
9. Father's Name/ Husband's Name :	
10. Mother's Name :	
11. Address for Correspondence :	
12. Permanent Address :	

13. Telephone No. : Mobile _____
 Landline (with STD Code) _____
 E-Mail _____

14. Category : _____ Gen/ SC/ST/ BC/ ESM/ Others

15. State to which you belong : _____

16. Details of Educational Qualification (From matriculation/ SSC onwards)

Examination Passed	Universities/ Board/ Institution/ Council of Examination	Month/ Year of Passing	Marks Obtained/ Total Marks	%age of Marks	Subjects

* Please attach relevant certificates.

17. Details of previous/ current employment: Give particulars below

Name of the Organization	Period of Service		Designation	Nature of duties performed	Total monthly emoluments
	From	To			

* Additional sheet may be enclosed for any other details of experience Please attach your latest detailed C.V
Please attach relevant documents in support of the above

18. State of Health : _____

19. If selected, specify the minimum required joining time : _____

20. Mention your knowledge in the field of computer (A separate sheet may be attached, if required)

21. Name, address and contact numbers of two references with whom the Candidates has worked/ known in the last preceding five years:

1.

2.

I hereby declare that all information given above are true, complete and correct. In the event of any information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the requirement of the relevant advertisement, my candidature may be cancelled, even after my appointment.

I undertake to abide by all the terms & conditions of the University.

Date:

Signature of the Candidate

Name of the Candidate