

THE ENGLISH AND FOREIGN LANGUAGES UNIVERSITY

O.U. Campus, Tarnaka, Hyderabad – 500 007 (A.P), India.

(A Central University established by an Act of Parliament)

EMPLOYMENT ADVERTISEMENT No. EFL-U/Admn/F.25/2009/ dated 25 August 2009

Advertisement No. IV/2009

Applications in prescribed form are invited from eligible candidates for the following vacancies of non-teaching posts:

Sl. No.	Name of the post	Pay Band	Total posts	No. of posts			
				Gen.	SC	ST	OBC
1.	Dy. Registrar	Rs. 15600-39100+ GP Rs.7600/-	2*	2	-	-	-
2.	Asst. Registrar	Rs. 15600-39100+ GP Rs.5400/-	4	2	1	-	1
3.	Asst. Librarian (Lucknow Campus)	-do-	1	1	-	-	-
4.	Public Relation Officer	-do-	1	1	-	-	-
5.	Jr. Research Officer (EMMRC)	-do-	1	-	-	-	1
6.	Medical Officer	-do-	2	2	-	-	-
7.	Asst. Physical Director	-do-	1	1	-	-	-
8.	Editor	-do-	1	1	-	-	-
9.	Section Officer	Rs. 9300-34800 + GP Rs.4200/-	5	2	1	-	2
10	Private Secretary to the Pro-VC	-do-	1	1	-	-	-
11	Private Secretary	-do-	2	2	-	-	-
12	Asst. Engineer	-do-	1	1	-	-	-
13	Security Officer	-do-	1	1	-	-	-
14	Hostel Supervisor	-do-	1	1	-	-	-
15	Production Assistant	-do-	1	1	-	-	-
16	Asst. Security Officer	-do-	1	1	-	-	-
17	Professional Assistant	-do-	2	1	-	-	1
18	Sr. Assistant	-do-	16	9	2	1	4
19	Jr. Engineer (Estate Officer) Civil	-do-	1	1	-	-	-
20	Jr. Engineer (Estate Officer) Electrical	-do-	1	1	-	-	-
21	Staff Nurse	-do-	1	1	-	-	-
22	Offset Machine Oprt. Gr-I	-do-	1	-	-	-	1
23	Stenographer/Personal Asst.	-do-	5	4	-	-	1
24	Pharmacist	Rs. 5200-20200+ GP Rs.2800/-	1	1	-	-	-
25	Technical Asst.	-do-	1	1	-	-	-
26	Physical Instructor	-do-	1	1	-	-	-
27	Office Assistant	Rs. 5200-20200+ GP Rs.2400/-	8	5	1	-	2
28	Library Assistant	Rs. 5200-20200+ GP Rs.2000/-	2	2 (1-PH)	-	-	-
29	Junior Office Assistant	Rs. 5200-20200+ GP Rs.1900/-	36	20 (1-PH)	5	2	9 (1-PH)
30	Cook	-do-	3	3	-	-	-
31	Plumber	-do-	1	1	-	-	-

32	Driver	-do-	3	1	-	-	2
33	Electrician	-do-	2	2	-	-	-
34	Generator-cum-Pump set Oppt.	-do-	1	-	1	-	-
35	Binder	-do-	1	-	-	-	1
36	Compositor/Technician	-do-	1	1(PH)	-	-	-
37	Jr. Printer	-do-	1	1	-	-	-
38	Caretaker	-do-	1	-	-	1	-
39	Carpenter	-do-	1	-	1	-	-
40	Library Attendant	Rs. 4440-7440+ GP Rs.1650/-	2	2	-	-	-
41	Group-D(Office Attendants/Peons)	Rs. 4440-7440+ GP Rs.1300/-	5	3	1	-	1
Total			124	81	13	4	26

*Provisionally

Relaxations as per GOI/UGC Rules.

Prescribed application form and further details regarding qualifications etc., can be had from the Publications Unit, EFLU, Hyderabad - 500 007 from **20-10-2009** onwards either by Cash payment or by sending a Crossed Demand Draft for Rs.250/- (Rs.65/- for SC/ST candidates) drawn in favour of the Registrar, EFLU, payable at Hyderabad with a self addressed envelope (10x20cm) duly stamped (Rs.20/-) indicating the post for which the applicant desires to apply. For Physically handicapped persons the application is available free of cost subject to production of the certificate issued by the competent authority. The details of qualifications and application forms can also be downloaded from **www.efluniversity.ac.in**. Separate application is required for each post. Last date for receipt of filled in application is **20-11-2009**. The University reserves the right not to fill up any of the vacancies advertised without giving any reasons and to change the No. of vacancies at the time of Interview.

The filled in applications may be sent to the Registrar, EFL University, Hyderabad – 500 007.

(Dr. P. Bapaiah)
Registrar