



Government of Maharashtra  
Mahatma Phule Krishi Vidyapeeth, Rahuri  
Office: - Head, Department of Agril Botany,  
MPKV, Rahuri

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## NOTIFICATION

No. MAP/SLGB/Con.CO/1950/2023

Date: 17.08.23

Applications are invited for the contractual post of Computer operator at State Level Gene Bank , Medicinal and Aromatic Plant Project, MPKV, Rahuri .

The details of the post to be nominated are as given below.

| Sr. No. | Name of the Post  | No. of Post | Emoluments per month(Rs.) | Minimum Eligibility               | Duration |
|---------|-------------------|-------------|---------------------------|-----------------------------------|----------|
| 1       | Computer Operator | 1           | 12,000                    | Graduated with computer knowledge | 6 months |

- Preference will be given to the candidates having higher qualifications and experience.

### **Nature of work:**

1. Project related sanctions, Correspondence and bills preparation
2. Germplasm collection data fiddling and updating on computer
3. Preparation of power point presentation
4. Official Marathi and English letters and other typing work

### **Terms and condition of the contractual posts:**

1. The candidates should apply giving full details as per the enclosed format.(PROFORMA FOR APPLICATION) to the The Head, Department of Agril. Botany, Mahatma Phule Krishi Vidyapeeth, Rahuri 413 722(MS) Dist: Ahmednagar on or before 15/09/2023. The candidates already employed should apply through their employer.
2. The selection committee will interview the eligible candidates. The applicants will have to appear for the interview on scheduled date and time at their own cost.

3. No TA/DA and official accommodation will be provided for appearing for the interview.
4. The selection candidates will be required to give an undertaking(On the stamp paper of Rs. 100/-) that he/she will not leave the assignment halfway and shall complete the work in the prescribed time limit.
5. The candidate selected for the post will have to execute a bond on a stamp paper as per university rules.
6. The selected candidates will have to work under The Head, Department of Agril. Botany, Mahatma Phule Krishi Vidyapeeth, Rahuri 413 722(MS) Dist: Ahmednagar for the entire period as full time worker and they will not to be allowed to accept any other appointment/assignment during this period.
7. The notification does not mean that the post will be necessarily filled. The discretionary powers will rest with the selection committee constituted for the purpose.
8. The appointment of the selected candidates for the said post shall be tenured appointment(six months) and likely to be terminated at any time without assigning any reason there of and candidate will not have any right of claiming permanency benefit of the said post or such posts by virtue of this appointment.
9. The candidature of the candidate will be cancelled at any time without giving any reason thereof.
10. Before resigning from the post the candidate should give one month notice to the undersigned prior to the date.
11. The Director/ PI reserve the right to cancel/postpone the interview without assigning any reason thereof.

  
Head

Dept. of Agril. Botany,  
MPKV, Rahuri

Copy submitted for information to

1. The Director of Research, MPKV, Rahuri
2. The Dean/Director of Extension, MPKV, Rahuri
3. The Associate Dean, PGI, MPKV, Rahuri
4. Head Department of Agril. Botany

Copy f.w.c.s. for information to:

1. The Registrar, MPKV, Rahuri
2. The Comptroller, MPKV, Rahuri
3. The Pay and Account Officer, MPKV, Rahuri
4. The Librarian, Central Library, MPKV, Rahuri
5. I/c, ARIS, MPKV, Rahuri

## Application for the post of Computer Operator under the "State Level Gene Bank Project" at MPKV, Rahuri.

1. Post applied for :
2. Name of the candidate (Surname first):
3. Gender:
4. Marital status:
5. Postal address : i) Present :

Recent passport  
size colour  
photograph

- ii) Permanent :
6. Contact number:
7. E-mail ID:
8. Date of birth:
9. Computer knowledge:

10. Educational qualifications: (starting from SSC)

| Sr. No. | Degree           | Discipline | Name of the University/ Board | Year of Passing | % Marks/ CGPA | Class obtained |
|---------|------------------|------------|-------------------------------|-----------------|---------------|----------------|
| 1       | SSC              |            |                               |                 |               |                |
| 2       | HSC              |            |                               |                 |               |                |
| 3       | UG               |            |                               |                 |               |                |
| 4       | PG               |            |                               |                 |               |                |
| 5       | Others (specify) |            |                               |                 |               |                |

11. Experience if any (Period and nature of work) :

| Sr. No. | Designation | Name of organization | Period of service | Total service |    |    | Nature of duties in brief |
|---------|-------------|----------------------|-------------------|---------------|----|----|---------------------------|
|         |             |                      |                   | YY            | MM | DD |                           |
|         |             |                      |                   |               |    |    |                           |

12. Any other information (achievements/ trainings/ any relevant information) :

The Information given above by me is true to the best of my knowledge and belief. If any information is being found false, my candidature/ services, if selected, may be terminated without any notice.

**Place :-**

**Date :-**

(Name and Signature of the candidate)