

THE TAMIL NADU DR. M.G.R MEDICAL UNIVERSITY,
69, ANNA SALAI, GUINDY, CHENNAI-600 032.

NOTIFICATION

The Tamil Nadu Dr.M.G.R. Medical University invites application to fill up the post of "Office Assistant"

The method of Recruitment, Qualifications, Scale of Pay and the age of appointment is mentioned below:-

No. of Posts : Five (5)

Mode of Recruitment : By Direct Recruitment

Qualification & Experience : Must have passed VIII Standard and
: Must know Bicycle riding

Age of appointment : In the case of direct recruitment must not have completed 30 years of age as on the 1st July of the year of recruitment in the case of O.C,

35 years of age as on 1st July of the year of recruitment in the case of candidates belonging to BC/MBC / DC

38 years of age as on 1st July of the year of recruitment in the case of candidates belonging to SC / ST.

Age of Retirement: 60 years

Scale of Pay : PB1 – A Rs.4800 – 10000 +
Grade Pay Rs.1,300/-

Sd. REGISTRAR I/C

APPLICATION FORM

Application for the Post of OFFICE ASSISTANT

1. Name :
2. Sex :
3. Age as on 1st July :
4. Date of Birth :
5. Address for
Communication :
6. Qualification :
7. Year of passing :
8. Experience
9. Religion :
10. Caste :
11. Employment Regn.No. :
if any
12. Father's Name /
Husband Name :

DECLARATION

I, _____ declare that the above facts are true to my knowledge and belief. If any thing is found is incorrect then my application may be summarily rejected.

Date:

Place:

Signature of the
Applicant

INSTRUCTIONS TO THE APPLICANT

1. The application forms can be downloaded from the website of this University. www.tnmgrmu.ac.in

2. Candidates who apply for direct recruitment must be Indian National.

3. Candidates who satisfy the prescribed conditions alone can apply. It is for the administration may decide with respect to the number of applications received for oral / written / interview as the case may be.

4. The summoning of the candidates for interview merely indicates that it is felt that he / she with others may be suitable for the post and conveys no assurance whatsoever that he / she will be recommended or selected or his / her conditions specified in the application will be accepted.

5. It will be open to the University not to fill up the post now advertised.

6. Any attempt, by the candidate, either directly or indirectly to influence the Selection Committee or other authorities of the University will disqualify the candidate for the post.

7. The service conditions and other terms of appointment in the University shall be subject to the approval of the Vice-Chancellor of this University.

8. Persons who are already working in State Government / University should send their applications through proper channel. Any delay in sending the applications through proper channel is not the responsibility of the university. Advance copies of the applications reaching the Registrar, the Tamil Nadu Dr. M.G.R. Medical University, Chennai-32 within the prescribed time limit shall be entertained provided original application forwarded through proper channel reaches the Registrar before the candidates are called for interview.

9. Defective and incomplete application and those with wrong or false information will be summarily rejected.

10. Evidence of experience and Certificates and all the testimonials should be brought in original at the time of interview and must be produced at the time of joining, if selected. Self attested copies of Certificates, mark sheets, testimonials etc., should be attached with the application.

11. The selected candidate under Direct Recruitment shall produce in original for proof of the date of birth issued by the competent authority. No other evidence will be accepted.

12. Applications received after the last date will be summarily rejected.

13. In the case of direct recruitment the age of retirement is 60 years for the post of Office Assistant.

14. No correspondence will be entertained on selection.

Sd. REGISTRAR I/C

**THE TAMIL NADU DR. M.G.R MEDICAL UNIVERSITY,
69, ANNA SALAI, GUINDY, CHENNAI-600 032.**

NOTIFICATION

The Tamil Nadu Dr.M.G.R. Medical University invites application to fill up the post of "DRIVER"

The method of Recruitment, Qualifications, Scale of Pay and the age of appointment is mentioned below:-

No. of Posts : One (1)

Mode of Recruitment : By Direct Recruitment

Qualification & Experience : Must have passed VIII Standard and Must possess a valid driving licence issued by Transport Department of Government of Tamil Nadu for driving heavy vehicles.

Age of appointment : In the case of direct recruitment must not have completed 30 years of age as on the 1st July of the year of recruitment in the case of O.C,

35 years of age as on 1st July of the year of recruitment in the case of candidates belonging to BC / MBC / DC

38 years of age as on 1st July of the year of recruitment in the case of candidates belonging to SC / ST.

Age of Retirement: 58 years

Scale of Pay : PB1 – A Rs.5200 – 20200 + Grade Pay Rs.2,400/-

Sd. REGISTRAR I/C

APPLICATION FORM

Application for the Post of DRIVER

- 1. Name :**
- 2. Sex :**
- 3. Age as on 1st July :**
- 4. Date of Birth :**
- 5. Address for
Communication :**
- 6. Qualification :**
- 7. Year of passing :**
- 8. Experience**
- 9. Religion :**
- 10. Caste :**
- 11. Employment Regn.No. :
if any**
- 12. Father's Name /
Husband Name :**

DECLARATION

I, _____ declare that the above facts are true to my knowledge and belief. If any thing is found is incorrect then my application may be summarily rejected.

Date:

Place:

**Signature of the
Applicant**

INSTRUCTIONS TO THE APPLICANT

1. The application forms can be downloaded from the website of this University. www.tnmgrmu.ac.in

2. Candidates who apply for direct recruitment must be Indian National.

3. Candidates who satisfy the prescribed conditions alone can apply. It is for the administration may decide with respect to the number of applications received for oral / written / interview as the case may be.

4. The summoning of the candidates for interview merely indicates that it is felt that he / she with others may be suitable for the post and conveys no assurance whatsoever that he / she will be recommended or selected or his / her conditions specified in the application will be accepted.

5. It will be open to the University not to fill up the post now advertised.

6. Any attempt, by the candidate, either directly or indirectly to influence the Selection Committee or other authorities of the University will disqualify the candidate for the post.

7. The service conditions and other terms of appointment in the University shall be subject to the approval of the Vice-Chancellor of this University.

8. Persons who are already working in State Government / University should send their applications through proper channel. Any delay in sending the applications through proper channel is not the responsibility of the university. Advance copies of the applications reaching the Registrar, the Tamil Nadu Dr. M.G.R. Medical University, Chennai-32 within the prescribed time limit shall be entertained provided original application forwarded through proper channel reaches the Registrar before the candidates are called for interview.

9. Defective and incomplete application and those with wrong or false information will be summarily rejected.

10. Evidence of experience and Certificates and all the testimonials should be brought in original at the time of interview and must be produced at the time of joining, if selected. Self attested copies of Certificates, mark sheets, testimonials etc., should be attached with the application.

11. The selected candidate under Direct Recruitment shall produce in original for proof of the date of birth issued by the competent authority. No other evidence will be accepted.

12. Applications received after the last date will be summarily rejected.

13. In the case of direct recruitment the age of retirement is 58 years for the post of Driver.

14. No correspondence will be entertained on selection.

Sd. REGISTRAR I/C