

**Qualification and Experience for MIS Officer, Data Entry Operator &
Account Assistant for TEQIP-III office on contractual bases in
Bundelkhand Institute of Engineering & Technology, Jhansi**

S.No.	Post	Qualification	Experience	Consolidated Payment	Duration
1	MIS OFFICER	B.TECH/MBA/MCA from recognized University	At least two years academic or industrial experience	Rs. 30,000/- Per Month	Initially for 06 months
2	DATA ENTRY OPERATOR	B. Tech/MCA/BCA from recognized University with knowledge of computers		Rs. 20,000/- Per Month	Initially for 06 months
3	ACCOUNT ASSISTANT	M. Com/B. Com from recognized University with knowledge of computers	With 3-5 Year experience and good knowledge of Tally ERP 9, well versed with Microsoft office, Having good command on GST, Income Tax, TDS, Reconciling Ledgers.	Rs. 15,000/- Per Month	Initially for 06 months

Terms & Conditions:- The engagement will be made on purely temporary basis initially for a period of 06 months which can be extended based on the performance for next 06 months. The contract can be terminated at any time without any prior notice.

Interested candidates are requested to attend Walk-in-interview on 27.08.2018 at 11.00 AM in the Committee Room at BIET, Jhansi along with testimonials/certificates preference will be given to the candidates having experience of working in World Bank Funded Project.

NO TA/DA WILL BE GIVEN FOR ATTENDING THE INTERVIEW.

(Prof. V. K. Tyagi)
Director