



Dev Bhoomi Group of Institutions-Saharanpur-(U.P.)

B.Tech (CSE/IT/ECE/EEE/CIVIL/ME), MBA, MCA, BBA, BCA, Polytechnic Diploma (CS/EC/EE/CIVIL/ME-A/ME-P)
Approved by AICTE and Affiliated with U.P Technical University, BTE-Lucknow & CCSU-Meerut
Village Beri Jama, Dabki Road towards DM Residence via Civil Hospital-Saharanpur-247001 (U.P.)
Phone: +91-73-51-907-907 Website: www.dbgisre.edu.in

Non-Academic Positions for Session 2015-16

Dev Bhoomi Group of Institutions is one of the fastest growing engineering and management institute in western U.P. Dev Bhoomi Group of Institutions has now become a synonym of professional, technical and academic excellence. If you have talent then DBGI can lead your career to the vertical limits of the industry. DBGI for its Saharanpur campus invites superb professionals with graduate, post- graduate and professional degrees for joining in the below mentioned non teaching caders:

1. **Registrar (Code-REG 01):**-Post Graduate with minimum three years of relevant experience.
2. **Examination Head (Code-EH 02):** - An academician with 5 years of relevant experience.
3. **Mechanical Transport Officer (Code-MTO 03):** - Well experienced in the field (Man with Army back ground will be preferred).
4. **Marketing Executives (Code-ME 04):** - fresher or experienced graduate male and female with hard core marketing skills.
5. **Clerks and Office Executives (Code- COE 05):**- fresher or experienced graduate male and female with Hindi and English typing skills.
6. **Lab Assistants (Code- LA 06):**- Chemistry/Physics lab (A fresh B.Sc holder), Workshop (ITI/ Diploma), Electrical and EC Labs (ITI/ Diploma), Civil Lab (ITI/ Diploma).
7. **Librarian (Code-LB 09):**-B.Lib, M.Lib with relevant experience.
8. **Library Attendant (Code-LBA 10):**- 10+2 or graduate.
9. **IT Support Staff: -**
 - a. **IT Supervisor (Code- ITS 07):**- Degree/Diploma in relevant field with good practical experience and networking knowledge.
 - b. **Computer Lab Assistants (Code- CLA 08):** - B.Sc/ITI/Poly Diploma/Computer Certificate or Course. The Candidate must have the basic knowledge of computer and internet.
10. **Salary:** - As per qualification and experience. Higher positions and attractive salaries will be offered for the well experienced fellows.

Individuals with relevant qualification and experience may forward / email / post their CV, credentials with latest passport size photograph. All related correspondence must be done with dbgi@dbgisre.edu.in only. Eligible candidates may also directly walk in for personal interview on any working day between 2:00 to 4:00 pm in college campus.

Dear Colleague,

Good Day!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!

1. **Dev Bhoomi Group of Institutions-Saharanpur (U.P.)** is one of the premier institutes of higher education in its region. Admissions are purely based on merits and the education process aims at providing a holistic learning experience to its students. The culturally vibrant campus with state of the art infrastructural facilities reflects the focused vision of DBGI to produce confident and capable professionals.

2. We extend our invitation for joining DBGI family as a high value professional. A nice and lucrative HR working environment is waiting for you. **Plases find a detailed Recruitment Advertisement attached herewith.**

3. For participating in our recruitment process please follow the following two steps:

a. You have to register yourself at this online link

<http://goo.gl/forms/mmhQ2ljWYP>

b. Send your latest resume (please go through the advertisement attached herewith) only at

dbgi@dbgisre.edu.in

Note: Please observe the following points before applying:

1. **Qualification, Experience & Salary:** - **As per latest AICTE norms.**
2. Fresh B.Tech candidates may be considered for polytechnic college. Senior B.Tech Fellows may also be considered as per their experience and Qualification.
3. Candidates with M.Tech Degree will only be considered for B.Tech Departments. Candidates with PhD will be preferred an offered higher position and salary
4. Write in confidence with last drawn salary and salary expected.
5. Please mention the vacancy code in 'Subject' during writing an e-mail to us.
6. **Eligible candidates may also directly walk in for personal interview on any working day between 2:00 to 4:00 pm in college campus.**
7. MBA candidates with M.Com. Degree will be preferred for faculty position in department of management studies.
8. Application followed by an updated resume and passport size photograph is required.
9. Retired/ Senior/Experienced fellows are also encouraged to apply for senior position.

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