

Instruction

**Department of Management Studies
B.K School of Professional and Management Studies
Gujarat University**

Contractual Recruitment Non teaching staff

1. The appointment will be purely on **contractual basis** for a maximum period of 11 months.
2. The applicants are supposed to attach **self-attested photocopies** of their testimonials in following google form link.
3. <https://forms.gle/7P2H6BtCERNcuoBr6>



4. The last date of receiving applications against this advertisement is **10/07/2025 (Tentative)**.
5. If the **number of application** are more than department will **conduct test** based on which applicant will be selected to appear in the interview. Mail for the test will be sent to you through email.
6. **Prospective candidate** will receive email from the department on 11/07/2025

Regarding date and time for interview.

7. The Department reserves the right to withdraw the position at any time without assigning any reason.
8. If You have any Query contact this E-mail Id :- bkmgmtstudies@gmail.com

For More Details visit - www.gujaratuniversity.ac.in

Draft Advertisement

GUJARAT UNIVERSITY

B. K. SCHOOL OF PROFESSIONAL AND MANAGEMENT STUDIES

Department of Management Studies

(P. G. Diploma Courses in Management)

Walk in Interview- Contractual Recruitment for 11 months

1. Post: Computer Operator cum clerk – 1 (Job Trainee)

Graduation in any discipline, Two years of experience is desirable.

Salary : 18,000/-

2. Post: Technical Assistant-1, (Job Trainee)

Graduation in any discipline, Two years of experience is desirable.

Salary : 18,000/-

Walk in Interview: Date and time: We will inform through Email

For downloading Application form visit :www.gujaratuniversity.ac.in

Google Form Link :

<https://forms.gle/7P2H6BtCERNcuoBr6>



(Dr.P.A.Prajapati)
Registrar

GUJARAT UNIVERSITY

DEPARTMENT OF MANAGEMENT STUDIES

B.K.SCHOOL OF PROFESSIONAL AND MANGEMENT STUDIES

Walk in Interview – Contractual Recruitment (For 11 Months)

SR. NO.	NAME OF POST	NO. OFPOST	QUALIFICATION	PREFERABLE/ DESIRABLE
1	Computer Operatorcum clerk (Job Trainee)	1	Graduation in any discipline	Proficiency in Computer, Gujarati , & English TypingTwo-three years of relevant Experience isdesirable
2	Technical Assistant (Job Trainee)	1	Graduation in any discipline	Proficiency in Computer, Gujarati , & English TypingTwo-three years of relevant Experience isdesirable

DEPARTMENT OF MANAGEMENT STUDIES
B.K.SCHOOL OF PROFESSIONAL AND MANAGEMENT STUDIES
GUJARAT UNIVERSITY
NAVRANGPURA, AHMEDABAD-380009

APPLICATION FORM FOR CONTRACTUAL RECRUITMENT FOR 11 MONTHS

Form No. (To be filled by office): _____

1. Name of the Applicant: _____
2. Address _____
3. Office Address: _____
4. Email ID: _____

Please Affix
your
Passport
Size photo

5. Mobile No.: _____ 6. Nationality: _____
7. Sex (MALE/FEMALE): _____ 8. Date of Birth: ____/____/____

9. Category (Please circle only our category): OPEN/SC/ ST/SEBC/ PH/ Ex-Serviceman *Note: SC, ST, SEBC candidates should attach a self-attested copy of their cast certificate, SEBC candidates should attach Non-Creamy layer Certificate, PH / Ex-Serviceman should attach documentary evidence.*

10. Qualifications:

Sr. No.	Qualification	Subject	University/Board	Year of Passing	Obtained Marks (%)
1	HSC				
2	Graduation				
3	Post-Graduation				
4	Any Other (Please Specify)				

11. Work Experience (If any):

Sr. No.	Name and Address of the Organization	Designation	From	To

Certified that the information given above is correct. I understand that if any information furnished by me is found to be false, my candidature will be cancelled.

PLACE:

DATE:

SIGNATURE OF THE CANDIDATE

Attach self-attested copies of the below mentioned documents:

1. 10TH & 12TH Mark-Sheet
2. Graduation/Post Graduation Mark-sheet & Degree Certificate
3. Work Experience Certificates
4. Other Certificates
5. Aadhar Card