



# THE GANDHIGRAM RURAL INSTITUTE (Deemed to be University)

GANDHIGRAM – 624 302 :: DINDIGUL DISTRICT :: TAMIL NADU

Ministry of Education (Shiksha Mantralaya), Govt. of India  
Accredited by NAAC with 'A++' Grade (4<sup>th</sup> Cycle)

## Walk-in-Interview Notification for Engaging of Scientific Administrative Assistant/Field Worker

Date: 15.07.2026

Time : 10.00 A.M.

### Instructions

1. The candidates are informed to download the **Application Proforma** and bring the filled-in form at the time of Interview.
2. The candidates are informed to provide **original evidence** of the particulars at the time of interview without fail.
3. The candidates are informed to provide the self attested copy of the **recent Community Certificate (SC / ST / OBC (NCL) / EWS)**
4. The candidates are informed to appear **one hour before** the time allotted.
5. The University reserves the right to fill or not to fill the vacancies.

Sl. No.	Programme	Qualification
1.	B.Voc. Farm Equipments Operation and Maintenance	<ul style="list-style-type: none"><li>• Three years B.Voc. Farm Equipment's Operation and Maintenance completed successfully with 10+2 Level.</li><li>• B.Tech. Agriculture Engineering in recognized University.</li><li>• Must have valid LMV license.</li><li>• Working experience in Agricultural Engineering Laboratory and having knowledge about Agriculture Equipment's</li><li>• Basic Computer Knowledge, proficiency to work MS-Word, Excel, Power Point.</li></ul>
2.	B.Voc. Renewable Energy	<ul style="list-style-type: none"><li>• ITI/Diploma in Mechanical or Electrical Engineering allied trades / B.Voc. Renewable Energy with relevant experience.</li></ul> <p><b>Nature of duties:</b></p> <ul style="list-style-type: none"><li>• Assist student laboratory classes/ Students related office document movement &amp; file maintenance.</li><li>• Maintaining inventory of lab equipment's.</li><li>• Maintaining Renewable Energy Gadgets, Electrical Utilities &amp; PA System in the GRI Campus.</li><li>• Cleans and maintains laboratories, equipment and instruments.</li></ul>
3.	B.Voc. Footwear and Accessories Design	<ul style="list-style-type: none"><li>• B.Voc Footwear and Accessories Design or any UG relevant Discipline from recognized University.</li><li>• Minimum 3 years of experience in a Lab/Academic institution preferred in handling skill-based programmes.</li></ul>
4.	B.Voc. Dairy Production and Technology	<ul style="list-style-type: none"><li>• B.Voc Dairy Production and Technology/ any UG relevant discipline from recognized University.</li><li>• Minimum 2 years of experience in Dairy Sector or experience in handling skill basedprogrammes.</li></ul>
5.	B.Voc. Organic Agriculture and Enterprise Development	<ul style="list-style-type: none"><li>• B.Voc Organic Agriculture and Enterprise Development or any UG relevant discipline from recognized University.</li><li>• Minimum 2 years' experience in organic Farming sectors or experiences in handling skill based programmes.</li></ul>
6.	B.Voc. Multimedia Production Technology	<ul style="list-style-type: none"><li>• Three years B.Voc Multimedia Production Technology completed successfully with 10+2 level.</li><li>• Proficiency to work in MS-Word, Excel, PowerPoint Graphic Design, 2D and 3 D Animation, sound engineering, Visual Effects.</li></ul>

**VENUE**

Date	Name of the B.Voc. Programmes	Venue
15.07.2026 (Wednesday)	<p><b><u>School of Computer Science and Technologies</u></b></p> <p><b>Centre for Rural Technology</b></p> <ul style="list-style-type: none"> <li>• B.Voc. Farm Equipments Operation and Maintenance</li> </ul> <p><b>Centre for Renewable Energy</b></p> <ul style="list-style-type: none"> <li>• B.Voc. Renewable Energy</li> </ul>	Seminar Hall, Dept. of Gandhian Thought and Peace Science
	<p><b><u>School of Sciences</u></b></p> <p><b>Department of Home Science</b></p> <ul style="list-style-type: none"> <li>• B.Voc. Footwear and Accessories Design</li> <li>• B.Voc. Dairy Production Technology</li> </ul> <p><b>Department of Biology</b></p> <ul style="list-style-type: none"> <li>• B.Voc. Organic Agriculture Enterprise Development</li> </ul>	Indira Gandhi Block
	<p><b><u>School of Health Sciences and Rural Development</u></b></p> <p><b>Department of Lifelong Learning and Extension</b></p> <ul style="list-style-type: none"> <li>• B.Voc. Multimedia Production Technology</li> </ul>	Department of Lifelong Learning and Extension



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## Application Proforma for the engaging of Scientific Administrative Assistant / Field Worker (Temporary)

Photo

School/Department/Centre : \_\_\_\_\_

Specialization : \_\_\_\_\_

1.	Name of the Candidate	
2.	Gender	Male <input type="checkbox"/> Female <input type="checkbox"/> Transgender <input type="checkbox"/>
3.	Community (Attach the required proof)	SC <input type="checkbox"/> ST <input type="checkbox"/> OBC <input type="checkbox"/> EWS <input type="checkbox"/> UR <input type="checkbox"/>
4.	Date of Birth	DD / MM / YYYY Age _____ (as on 01-07-2026)
5.	Address for Communication	
		Pin Code:
	Cell No:	
	E-mail:	
	PAN	
	Aadhar No. (copy to be enclosed)	
6.	<b>Educational Qualification:</b>	
	Diploma / Certificate Course	( _____ %)
	10 <sup>th</sup>	( _____ %)
	12 <sup>th</sup>	( _____ %)
	UG	( _____ %)
	PG	( _____ %)
	Technical Qualification	
	Computer Knowledge	

7.	Details of Teaching Experience					
	Name of the post held	Name of the University / Institute / Organisation	Period of service(s)			
From			To	Total		
	i)					
	ii)					
	iii)					
	<b>Total</b>		<b>Years: _____ Months: _____</b>			

\* Scanned copies of the proofs may be attached wherever necessary.

Signature of the Candidate

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**Specific Remarks of the Dean / Head / Director / Course Coordinator :**

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**FOR OFFICE USE ONLY**

The qualification and specialization prescribed by UGC along with experience is verified with the original certificates and found correct. He / She is eligible to attend the interview.

1.

2.

3.

(Name & Signature)

(Name & Signature)

(Name & Signature)