

**Zonal Technology Management & Business Planning and Development Unit  
ICAR-Indian Agricultural Research Institute, New Delhi-110 012**

**Walk in Interview for the post of Computer Operator**

<b>Name of the project</b>	<b>Name of the position</b>	<b>No. of Post</b>	<b>Emoluments (fixed) P.M.</b>	<b>Essential Qualification</b>	<b>Date of Interview</b>
IPFC	Computer Operator	One	Rs. 12,000/month (consolidated)	<p>Graduate with Three (3) years bachelor degree with Computer Knowledge</p> <p><b>Essential:</b> Candidate should have complete Knowledge of MS Office. EXCEL Knowledge Must(PIVOT,FILTER,V-LOOKUP) along with Advance Excel, Word and Power Point Knowledge</p> <p><b>Desirable:</b> 1.MS Office Knowledge 2.Advance Excel (PIVOT,FILTER,V-LOOKUP), Word and Power Point Knowledge Must 3.Strong verbal and written communication skills 4. Excellent interpersonal skills, team player</p>	<p>Dated: 03.09.2016</p> <p>Reporting Time: 10:30 to 11:30AM</p> <p>Interview Time: 12.30 PM</p>

**Other terms and conditions:**

1. Maximum Age: For Computer Operators 40 years for Men and 45 years for Women (relaxation as per ICAR Norms).
2. Candidate shall produce a No objection and an experience certificate from the employer in case he/she is employed at the time of interview.
3. The above position is purely temporary and co-terminus with the project and will be made till 31.03.2017. The selected candidates shall not claim for regular appointment at this institute.
4. No TA/ DA will be paid for attending the interview.
5. Eligible candidates should appear for walk-in-interview with CV, photographs and original testimonials, and with one set of photocopies of each.

**Venue: Zonal Technology Management & Business Planning and Development (ZTM & BPD) Unit, Near KAB- II, IARI, New Delhi- 110 012**