



UNIVERSITY OF MUMBAI'S
GARWARE INSTITUTE OF CAREER EDUCATION AND DEVELOPMENT
(Autonomous since 2006)

Vidyanagari, Kalina, Santacruz (East), Mumbai - 400 098.
Tel.: 2653 02 58 / 59, Accts. 2653 02 57, Exam Unit : 2653 02 56
E-mail: garware@giced.mu.ac.in
Website : www.gicededu.co.in



No. GICED/ 1150

of 2022

Date : 08/08/2022

UNIVERSITY OF MUMBAI'S
GARWARE INSTITUTE OF CAREER EDUCATION AND DEVELOPMENT

Application is invited from the eligible candidates for the following post at Garware Institute of Career Education and Development (GICED). Eligible candidates are requested to come on **22/08/2022** at Garware Institute of Career Education and Development, Vidyanagari, Kalina Campus, Santacruz (E), Mumbai 400 098 at **10.30 a.m.** along with your resume, necessary documents and filled prescribed form and detail of qualification and experience of post on GICED and Mumbai University website. The appointment will be made for 6 months and likely to be extended further based on the performance. The post is on consolidated salary.

Sr. No	Name of the Post and Pay scale	No. of Post
1	Jr. System Officer	1

Date: 8th August, 2022


Dr. Keyurkumar Nayak
Director

QUALIFICATION AND EXPERIENCE FOR EACH POST:

Sr. No.	Name of Post	Eligibility
4	Jr. System Officer	<p>Qualifications: B.Sc.IT, B.C.A, (Higher Qualification Preferred) Salary : 24,000 Consolidated</p> <p>Experience: 2 Years' Experience</p> <p>Desirable :</p> <p>i) Knowledge of Switches and Routers</p> <p>ii) Trouble shooting of OS like XP, Win 7, Linux, Ubuntu</p> <p>iii) Installation of any Operating System etc.</p> <p>iv) Installation and Troubleshooting of various softwares like SQL 2008, VB, VS 2008, Auto Cad, 3 D Max, Photoshop, Maya etc.</p> <p>v) Knowledge of Laptop Hardware and Laptop Trouble Shooting, Projector.</p> <p>vi) Knowledge of Foxpro</p> <p>vii) Handling of Computer labs.</p> <p>viii) Web Hosting and Database Handling.</p> <p>ix) Photoshop, CorelDraw</p> <p>x) Designing Software Knowledge</p> <p>xi) SEO Activities Knowledge</p> <p>Age Limit : Not less than 21 years and Not more than 45 years</p>

Date: 8th August, 2022


Dr. Keyurkumar Nayak
Director

4.

Caste category	S.C.	S.T.	D.T./N.T.				O.B.C.	OPEN
			D.T.(A)	N.T.(B)	N.T.(C)	N.T.(D)		

5. Post applied under which category (Open/Reserved) : _____

6.

Educational Qualifications					
Examination	University/ Board	Month and Year of Passing	Subject	Percentage of Marks obtained	Class/ Division
S.S.C.					
H.S.C.					
Graduate					
Post-Graduate					
Doctor's Degree					
Any other qualification					

7.

Technical Qualifications					
Examination	English Typing/ Shorthand	Marathi Typing/ Shorthand	Month and Year of Passing	Percentage of Marks obtained	Class/ Division
MS-CIT	--	--			
Typing					
Shorthand					

8.

Technical/Professional Administrative Experience				
Institution/ Organization	Year	Position Held	Nature of Appointment	Period of appointment with dates

9. Other Qualifications and experience, if any.

10. (a) Present position :

(b) Name of Institution/ Organization where employed : _____

(c) Salary : _____

Pay Rs. _____ in the pay-scale (pay band) of Rs. _____

D.A. Rs. _____

H.R.A. Rs. _____

C.L.A. Rs. _____

Other Rs. _____

Allowances, if any _____

Total Rs. _____

(d) Date of appointment : _____

(e) Date of next increment : _____

(f) Attach Last Pay Certificate, if any

11. Names of persons who have given testimonials (if any)

1) _____

2) _____

12. Names and addresses of not more than three persons to whom references may be made

1) _____

2) _____

3) _____

I hereby declare that all statements made by me in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false, incomplete or incorrect, my candidature/appointment is liable to be cancelled/terminated. I further understand that no notice shall be taken of any request for withdrawal of my application.

Place :

Date :

(Signature of candidate)