



INDRAPRASTHA COLLEGE FOR WOMEN
(University of Delhi)
31, Sham Nath Marg, Delhi – 110054
Website: www.ipcollege.ac.in
Email: ipc1924@gmail.com
Tel. : 23954085, 23962009 FAX : 23976392

02 May 2018

IPC/10/05

NOTICE

Applications are invited preferably from single/unencumbered female candidates for the following posts on contractual basis:

1. One post of Hostel Manager:

Age Limit	50 years – 60 years
Qualification	Graduate with experience in management of residential organizations and IT Skills
Salary	Rs.35,000/- per month (consolidated)
Accommodation	2 BHK Rent Free
Meals	Free

2. Two posts of Hostel Matron:

Age Limit	40 years – 55 years (Relaxation may be given in deserving cases)
Qualification	12 th Passed and demonstrated experience in supervision of housekeeping
Salary	Rs.25,000/- per month (consolidated)
Accommodation	1 BHK Rent Free
Meals	Free

Emphasis is on qualities of people management, interpersonal skills and general awareness of educational/student requirements.

Employee will be required to stay on the Hostel premises in the accommodation provided. Family accommodation on negotiable basis may also be provided to the suitable candidate.

Application on plain paper giving full particulars of qualifications, experience etc. along with self-attested copies of certificates, testimonials and experience should reach the Principal's Office latest by 15 June 2018.

The selected candidates are required to join on 09 July 2018.


Principal