

आलो बिल्डिंग: ३७/२ भैरव दत्त लेन, नंदीबागान, साल्किया, हावड़ा, ७१११०६
ALO BUILDING: 37/2 Bhairab Dutta Lane, Nandibagan, Salkia, Howrah, 711106
E-mail: hindiunivwb@gmail.com Website: www.hindiuniv.ac.in

Ref No. HU/Engagement/Staff/2026/177

Date: 15 .07.26

Notification

There will be a “Walk-in Interview” for the post of one no of Office Executive at Hindi University of Howrah, on a purely temporary and contractual basis on the following terms and conditions.

1. Number of Personnel: One (1) Office Executive.
2. Nature of Engagement: Purely temporary and contractual.
3. Remuneration: Consolidated daily rate, payable on the basis of actual attendances.
4. No remuneration shall be payable for any day of absence.
5. The engagement shall be for a specific period or until regular arrangement.
6. The engagement shall not confer any right or claim for regular appointment, absorption or continuation of service.

The interview will be comprising of a brief written test and viva on **22nd July, 2026 (11 AM)**.

Qualifications:

Uniformly good academic record with a degree in M.A/M.Sc./M. Com/MBA/B.Tech. with minimum 55% of marks or its equivalent grade in the point scale wherever a grading system is followed.

Remuneration:

As per University's guideline.

General Instruction:

- i. Interested candidate should send a detailed bio data complete in all respects including contact number and email ID, along with all supporting document to the Registrar, Hindi University, Howrah as a single PDF via email to hindiuniversitystaffengagement@gmail.com within **21.07.2026** positively.
- ii. Mere eligibility will not vest any right on any candidate for being called for interview.
- iii. The decision of the University in all matters will be final. No correspondence will be entertained from the candidates in connection with the process of selection/ interview.
- iv. No TA/DA shall be paid to the candidates.
- v. Incomplete applications or applications without proper supporting documents or received after the last dates are liable to be rejected.
- vi. The University reserves the right not to fill up the post advertised without assigning any reasons.
- vii. No interim enquiries will be entertained.

Sd/

Registrar
Hindi University