

# Savitribai Phule Pune University

## DEPARTMENT OF POLITICS AND PUBLIC ADMINISTRATION

**RAJESHWARI DESHPANDE**  
Professor and Head



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Ref. No. : *CHIEF/2018-19/041*


### **ADVERTISEMENT** **OFFICE ASSISTANT**

Date : *05/12/2018.*

Applications are invited for (one) post as a Office Assistant based on the qualification of the candidates.

- Title of the research scheme : CHIEF – Cultural Heritage and Identities of Europe's Future.
- Duration : up to 30<sup>th</sup> April, 2021 (or conclusion of the Project if earlier) - (appointments will be made for 1 year with yearly/6 monthly extension (maximum three) depending upon work performance and project requirements).
- Reservation : Open to all.
- Salary : Consolidated Salary of INR 20,000 (per month)
- Qualification : Graduation, ability to handle office work, conduct communication through ICT and working command over English language.

The candidates fulfilling the requirements should send their applications on plain paper with complete Bio-data, attested copies of certificates/mark sheets, evidence of any other academic credentials and work experience. Applications should reach the office of Prof. Rajeshwari Deshpande (Principal Investigator CHIEF India), Department of Politics and Public Administration, Savitribai Phule Pune University, Pune – 411007. (Email: [rajeshwari.deshpande@gmail.com](mailto:rajeshwari.deshpande@gmail.com)) within 10 days of publication of this advertisement. Shortlisted candidates will be contacted by email or phone (No written postal communication will be made) for interview at Savitribai Phule Pune University, Pune – 411007 at the designated date and time. No TA/DA will be paid to the candidates for attending the interview.

  
Rajeshwari Deshpande  
(Principle Investigator CHIEF)  
Principal Investigator  
Cultural Heritage and Identities of Europe's Future  
(CHIEF)  
Savitribai Phule Pune University, Pune-7

  
Registrar 28/11