

MAHISHADAL RAJ COLLEGE

(Govt. Sponsored | Affiliated to Vidyasagar University | Estd. 1946)

NAAC Accredited 'A' Grade | DST-FIST Govt. of India Approved College

Garkamalpur, P.O. – Mahishadal, Dist. – Purba Medinipur, West Bengal, PIN – 721628

Website: www.mahishadalrajcollege.com | E-mail: principal.mrc1946@gmail.com | Phone: (03224) 240092 / 240220

Ref. No.: MRC/DDU-GKY/Phase-II/Recruitment/2026/01

Date: 30th August, 2026

EMPLOYMENT NOTIFICATION

RECRUITMENT FOR DDU-GKY PROJECT (PHASE-II) TRAINING CENTRE (PURELY TEMPORARY & CONTRACTUAL BASIS)

Applications are hereby invited from eligible, competent, and dynamic Indian citizens for appointment to the following positions under the Deen Dayal Upadhyaya Grameen Kaushalya Yojana (DDU-GKY) Project, Phase-II at Mahishadal Raj College Training Centre. All positions are purely temporary and on a contractual basis, co-terminus with the tenure of the Project Phase-II.

Monthly Consolidated Remuneration: The monthly consolidated remuneration for each position shall be determined as per the Standard Operating Procedures (SOP) and guidelines of the DDU-GKY Project, commensurate with the eligibility, credentials, and relevant experience of the selected candidate.

Sl. No.	Name of Post	No. of Post	Gender Preference	Minimum Essential Qualification & Experience
01	Finance Head	01 (One)	Any	- Graduate in any discipline from a recognized University / Institution. - Thorough professional working knowledge of Tally with valid certification. - Proven relevant work experience in accounting, financial management, budgeting, and statutory compliance.
02	Super (Girls' Hostel)	01 (One)	Female	- Passed Higher Secondary (10+2) examination or equivalent from a recognized Council/Board. - Basic computer proficiency (MS Word, Excel, Internet) with proper certification from a recognized institute. - Good communication skills and capability of supervising hostel administration & safety.
03	Security Guard (Girls' Hostel)	01 (One)	Female	- Passed Madhyamik (10th) examination or equivalent from a recognized Board. - Physically fit, vigilant, and disciplined. - Prior experience in institutional security/hostel watchkeeping will be preferred.

Sl. No.	Name of Post	No. of Post	Gender Preference	Minimum Essential Qualification & Experience
04	Placement Executive	01 (One)	Any	• Master's Degree in any discipline from a recognized University (Preferably in English). • Proficient knowledge in computer applications and reporting tools. • Adequate experience and proven expertise in placement-related jobs, corporate tie-ups, student counseling, and career facilitation.

Important Dates, Terms & How to Apply:

- **Date of Advertisement / Notification:** 30th August 2026
- **Last Date & Time for Receiving Application:** 30th September 2026 by 5:00 PM
- **Application Process:** Interested and eligible candidates are requested to submit their application in standard format / detailed Bio-Data (Curriculum Vitae) along with self-attested photocopies of all relevant testimonials (Mark sheets, Certificates, Proof of Age, Caste Certificate if applicable, Experience & Certification Credentials) and one recent passport-size photograph.
- **Submission Mode:** Applications may be submitted in person at the College Office / DDU-GKY Training Centre Desk or forwarded via email to principal.mrc1946@gmail.com / rajcollegemahishadal@gmail.com on or before the closing deadline.
- **Nature of Engagement:** The appointment is purely temporary and contractual in nature under the DDU-GKY Project (Phase-II) and does not confer any right to regular appointment or absorption in Mahishadal Raj College.
- **Selection Method:** Only shortlisted candidates meeting the benchmark criteria will be called for interview/interaction. The college authority reserves the right to cancel or modify the recruitment process without assigning any reason.

Sd/-
Dr. Goutam Kumar Maity
Principal
Mahishadal Raj College
Mahishadal, Purba Medinipur