

## JOB ANNOUNCEMENT FORM (JAF)

### Details of the Organization

Name of the Company : \_\_\_\_\_

Website : \_\_\_\_\_

Company Type: \_\_\_\_\_ (Core: \_\_\_\_\_)

Industry Sector: \_\_\_\_\_ Division: \_\_\_\_\_

Job Profile: \_\_\_\_\_

Job Designation:.....DTE / GTE / APPRENTICE

Job Responsibility: \_\_\_\_\_

Tentative Place(s) of Posting: \_\_\_\_\_

No of openings: \_\_\_\_\_

### Salary Details

Cost to Company (JTE) : \_\_\_\_\_ LPA- \_\_\_\_\_ LPA

Cost to Company (GTE) : \_\_\_\_\_ LPA- \_\_\_\_\_ LPA

Other Benefits: TA / DA/ ESI /PF/ Overtime/Accommodation/Fooding/Transportation

\*Bond or Service Contract : Depending upon technical skills If (18 Months) applicable

### Selection Process

Written Test (Technical) : .....

Written Test (Aptitude) : .....

Group Discussion : .....

Personal Interview (Technical/HR) :.....

Pre Placement Talk required? :-----

Eligible Qualification: DIPLOMA /ITI/ B.TECH

Branch (EC, EE, EEE, E&T,E&N)

Pass Out Year: ..... Minimum: Age..... Maximum : Age ..... % Cut Off.....

Event support required:

Infrastructure: seminar hall with PPT-Projector ,Mike, Sound

Interview cabin: \_\_\_\_\_ No of Class room for Written Test :

**Note: We entertain non -commercial recruitment drive only Head**

Office ( of the Organization): -  
\_\_\_\_\_

### Contact Person ( HR Department)

Name: MR.....

Designation: .....

Email Address: .....@.....

Contact Number (Mobile) : .....

Landline No. :.....- .....

Postal Address( of the Organization) :.....

*Please attach or Upload Following Id's  
Aadhar Card – Scanned & PAN Card,DL etc.  
Staff Recognition ID : I-Card of Organization  
Visiting Cards, Your Photo Graphs*