



## **COLLEGE OF ENGINEERING & MANAGEMENT, KOLAGHAT**

PO : KTPP Township, Dist : Purba Medinipur,  
West Bengal, Pin - 721 171

### **APPOINTMENT**

Applications are invited from Indian citizens in prescribed format for the following positions.

- (A) Professor / Associate Professor (Regular) & Assistant Professor (Contractual): ME, EE, ECE, AEIE, CSE, IT Depts.
- (B) Registrar.
- (C) Junior Engineer Civil.
- (D) Hostel Super.
- (E) Network Engineer.

Apply to the Director within 10 days from the date of advertisement. For details & Format for Application, please visit our website: [www.cemkolaghat.org](http://www.cemkolaghat.org). Payment terms along with other service conditions are finally at the discretion of the Management of the College.

Advt. No. R/01/2017

Director

**(A) Professors, Associate Professors & Assistant Professors:** Qualifications and Pay Scales are as per the AICTE Norms.

Retired person (upto 65 years) with required qualifications will be considered for tenure/contractual appointment.

**(B) Registrar:** Minimum Master Degree in Engineering/Science is required. Experience of minimum of 12 years in academic administration in Engineering Colleges of repute under WBUT of which at least 2 years of working experience as Deputy Registrar. Acquaintance with the functioning of WBUT system related to Admission, Registration, and Examination etc. Sound knowledge of AICTE norms relating to extension of approval, introduction of new courses etc. Computer proficiency and office management skills are also required. Age: Below 45 years. The post carries suitable scales. Retired person from reputed institute in the capacity of Registrar/Dy. Registrar may also apply.

**(C) Details Information for the post of Junior Engineer Civil**

- ❖ Diploma in Civil Engineering with at 60% marks/equivalent grade.
- ❖ At least three years experience in preparing Tender documents & site supervision.
- ❖ Carrying out essential civil maintenance under his supervision.
- ❖ Environmental management within the campus.

**(D) Details Information for the post of Hostel Super**

- ❖ Graduate with 55% marks.
- ❖ Retired Defence personnel / Retired employees of Public Sector Undertakings at Supervisory Level and who have experience of academic hostel management or such work. Good command over English and Hindi language is essential. Knowledge in the use of computers shall have added advantage. Eligible and willing candidates will be suitably compensated.
- ❖ He will be required to stay in the Hostel premises in the accommodation provided by the College.

**Responsibilities**

- ❖ To maintain a Ragging free Campus.
- ❖ To plan for upgradation of Facilities in the hostels.
- ❖ To ensure maintenance of Discipline in and around the Hostel.
- ❖ Any other responsibility assigned by the Director.

**(E) Details Information for the post of Network Engineer**

- ❖ Diploma/Degree in networking/IT or MCA.
- ❖ Five years experience is desirable in the relevant field.

**Responsibilities**

- ❖ Maintenance of Campus Wide Network.
- ❖ Interface with the Network Service Provider with respect to upgradation, local problems, payment issue etc.

**Apply as per the Format given below with all supporting documents.**

**Please mention the post applied for on the Top of the Envelop.**

# COLLEGE OF ENGINEERING & MANAGEMENT, KOLAGHAT

## RECRUITMENT OF FACULTY POSITIONS

Please paste recent  
passport size Photo

**Post Applied For:** \_\_\_\_\_

### **A. Personal Information:**

Name ( <b>Block Letter</b> )	
Father's/Husband's Name	
Date of Birth	
Gender	
Marital Status	
Nationality	
Communication Address with Pin Code	
Permanent Address with Pin Code	
Contact Number	
e-mail address	

### **B. Academic Details (Starting with Highest Qualification):**

Sl. No	Examination/ Course	Name of the Board/Council/ University	Discipline	Name of the Institution	Year of Passing	Class/ Grade	% of Marks
1							
2							
3							
4							
5							
6							
7							
8							

Condt...

**C. Specialization in PG Degree:****D. Publications:** (Please attach separate sheet, if necessary)**(a) Journal:**

Sl. No	Author(s)	Year of Publication, Vol.	Title of paper	Name of Journal	Impact Factor

**(b) Conference:**

Sl. No	Author(s)	Month &Year of Publication	Title of the paper	Name of Conference

**E. Technical Profile:**

(Like programming language, Training, Course, Project etc., attach separate sheet, if necessary)

Condt...

**F. Book Published/Patent:****G. Experience in Teaching/Industry:**

Sl. No.	Name of the Institution/Organization	Period of Service			Nature of Duty	Pay Scale & GP
		From	To	Total Period (Year/Month)		
1						
2						
3						
4						
5						
6						
7						

**H. Membership of Professional Bodies:****I. Extra Curricular Activity:**

I declare that all the information provided with this application is true to the best of my knowledge and belief. My candidature may liable to be cancelled even after selection if the details furnished above are found to be false.

Place :

Date :

(Signature of the Applicant)

COLLEGE OF ENGINEERING & MANAGEMENT, KOLAGHAT

APPLICATION FOR THE POST OF REGISTRAR

Please paste recent  
passport size Photo

**A. Personal Information:**

Name ( <b>Block Letter</b> )	
Father's/Husband's Name	
Date of Birth	
Gender	
Marital Status	
Nationality	
Communication Address with Pin Code	
Permanent Address with Pin Code	
Contact Number	
e-mail address	

**B. Academic Details (Starting with Highest Qualification):**

Sl. No	Examination/ Course	Name of the Board/Council/ University	Discipline	Name of the Institution	Year of Passing	Class/ Grade	% of Marks
1							
2							
3							
4							
5							
6							
7							
8							

Condt...

**C. Specialization in PG Degree:****D. Publications:** (Please attach separate sheet, if necessary)**(a) Journal:**

Sl. No	Author(s)	Year of Publication, Vol.	Title of paper	Name of Journal	Impact Factor

**(b) Conference:**

Sl. No	Author(s)	Month &Year of Publication	Title of the paper	Name of Conference

**E. Technical Profile:**

(Like programming language, Training, Course, Project etc., attach separate sheet, if necessary)

Condt...

**F. Book Published/Patent:****G. Experience in Teaching/Industry:**

Sl. No.	Name of the Institution/Organization	Period of Service			Nature of Duty	Pay Scale & GP
		From	To	Total Period (Year/Month)		
1						
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7						

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I declare that all the information provided with this application is true to the best of my knowledge and belief. My candidature may liable to be cancelled even after selection if the details furnished above are found to be false.

Place :

Date :

(Signature of the Applicant)



COLLEGE OF ENGINEERING & MANAGEMENT, KOLAGHAT

APPLICATION FOR THE POST OF JUNIOR ENGINEER CIVIL/HOSTEL  
SUPER/NETWORK ENGINEER

Please paste recent  
passport size Photo

**Post Applied for :** \_\_\_\_\_

**A. Personal Information:**

Name ( <b>Block Letter</b> )	
Father's/Husband's Name	
Date of Birth	
Gender	
Marital Status	
Nationality	
Communication Address with Pin Code	
Permanent Address with Pin Code	
Contact Number	
e-mail address	

**B. Academic Details:**

**(i) For Class 10<sup>th</sup> & 12<sup>th</sup>**

Sl. No.	Examination	Name of the Board/Council	Name of the Institution	Year of Passing	Division/Grade	% of Marks
1	10 <sup>th</sup>					
2	12 <sup>th</sup>					

**(ii) For Graduation and above**

Sl. No.	Examination/ Course	Name of the University	Discipline	Name of the Institution	Course Completed: Full Time/Part Time	Year of Passing	Class/ Grade	% of Marks
1								
2								
3								
4								
5								

**C. Technical Profile:**

(Like programming language, Training, Course, Project etc.)

**D. Experience:**

Sl. No.	Name of the Institution	Period of Service			Nature of Duty	Pay Scale & GP
		From	To	Total Period (Year/Month)		
1						
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9						

**E. Extra Curricular Activity:**

I declare that all the information provided with this application is true to the best of my knowledge and belief. My candidature may liable to be cancelled even after selection if the details furnished above are found to be false.

Place :

Date :

(Signature of the Applicant)