



## UNIVERSITY OF CALCUTTA

SENATE HOUSE  
Kolkata – 700 073  
Thursday , November 10, 2022

### NOTICE FOR EMPANELMENT OF SPECIAL TABULATOR

The department of Controller of Examinations, University of Calcutta intends to prepare a panel of retired College and University teachers who may help the University rendering their valuable service as 'Special Tabulator' in connection with the different U.G. and P.G. examinations of the University.

Such engagement of retired College/ University teachers are subject to fulfillment of the following terms and conditions :

1. Working hours shall be from 11:30 A.M to 05:00 P.M.
2. An honorarium at the rate of Rs. 500/- (five hundred) only, per day of actual attendance in office shall be paid on monthly basis.
3. Services shall be utilized as and when required and they shall be informed in advance by the office of the undersigned.

Interested persons may apply in prescribed format and submit the same within 23<sup>rd</sup> November, 2022 to the Administration Section, office of the undersigned, at Darbhanga building, 2<sup>nd</sup> floor, College Street Campus, (except on Saturdays, Sundays and University holidays) during office hours, from 12 noon to 5 pm.

Yours faithfully,

Dr.(Sm.) Jayeeta Dutta Gupta  
Controller of Examinations (Acting)

## **PROFORMA**

1. **NAME (In block) :** \_\_\_\_\_

2. **Address :** \_\_\_\_\_

\_\_\_\_\_

3. **Contact No. :** \_\_\_\_\_

4. **Age as on 31/10/2022 :** \_\_\_\_\_

5. **Institution attached at  
the time of retirement :** \_\_\_\_\_

6. **Year of service :** \_\_\_\_\_

7. **Designation at the time  
of retirement :** \_\_\_\_\_

\_\_\_\_\_  
*Signature*

**N.B. :** Please furnish supportive documents against Sl. No. 5, 6, 7.