

SERAMPORE COLLEGE

Serampore, Hooghly

Recruitment Notice

A walk-in Interview will be held for the Office Assistant, in the Faculty of Theology of Serampore College on 15th March, 2022 between 10:30 AM to 11:30 AM.

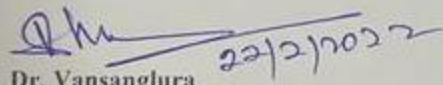
a) Office Assistant:

Eligibility Criteria:

- Must be a Christian Graduate in any stream with Certificate in Computer course, especially MS Office package (Word, Excel, Power point) and knowledge of Internet, email, scanning etc.
- Must have worked with administrative officials in an Institution/Organization.

Age criteria: 25-40 years as on 15th March, 2022.

During Walk-in the candidates must carry photocopies of all educational qualifications/certificates, Originals, Baptism Certificate & Recommendation letter from the Presbyter/Pastor/Parish Priest.


22/2/2022

Dr. Vansanglura
Principal
Date: 22.02.2022

Principal
Serampore College
Serampore, Hooghly

