



# JAIN VISHVA BHARATI INSTITUTE

(Deemed-to-be University U/s 3 of the UGC Act, 1956)

LADNUN-341306, Rajasthan

Advt. No. : 01/21

Dated : 12-03-2021

## VACANCY

**Applications are invited for :**

- (A) ASSISTANT PROFESSOR: Jainology-02
- (B) ACCOUNTS OFFICER-01 (C) ACCOUNTS CLERK-01
- (D) COMPUTER PROFESSIONAL-02

**Last Date to receipt of Application Form:** April 07, 2021

**Reservation** as per rules subject to eligible person.

Interested and eligible persons may also send their application through mail at : [jvbidnun@gmail.com](mailto:jvbidnun@gmail.com).

**For more details please visit:** [www.jvbi.ac.in](http://www.jvbi.ac.in)

**-Registrar**



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## General Instructions :

1. These posts are on contractual basis.
2. Only eligible candidates may apply.
4. The decision of the Institute shall be final.
5. The Institute reserves the right to withdraw any advertised post(s) at any time without giving any reason or may increase or decrease the number of posts. If number of applications are more then only short-listed candidates will be called for interview.
6. Separate applications must be submitted for each post.
7. Candidates are required to enclose self-attested documents with the application form.
8. English speaking and experienced persons working with the university system will be given preference.
9. Qualification and reservation as per UGC / government rules.
10. The candidate should bring their original documents for verification at the time of interview.
11. Applicants are required to attend interview at their own expense, no traveling expenses will be paid by the Institute.
12. JVBI will not be responsible for any postal delay.

## Essential :

1. **Assistant Professor in Jainology:** Proficiency in the Jain Canonical Literature and should also possess a sound knowledge of Hindi, Prakrit and English.
2. **Accounts Officer:** M.Com./M.B.A. (Finance)/C.A./S.A.S. with minimum 55% marks. Digital proficiency and sound knowledge of handling accounts with modern software, with a special reference to the working with the Tally.
3. **Accounts Clerk:** B.Com. with minimum 55% marks. Digital proficiency and sound knowledge of handling accounts with modern software, with a special reference to the working with the Tally.
4. **Computer Professionals:** B.Tech., M.C.A., M.Sc.(IT) with minimum 55% marks. Proficiency in managing institutional website and web-based applications, handling of social media platforms, sound knowledge of working on digital platforms and graphic designing software.

## How to Apply?

The prescribed Application Form can be downloaded from [www.jvbi.ac.in](http://www.jvbi.ac.in) or can be obtained from the Institute from office located at **Ladnun-341306, District Nagaur, Rajasthan**. The last date for receipt of application along with documents, complete in all respect, is April 07, 2021.