Walk-in-Interview for Contractual Positions

Date of Interview : 17.02.2026

Pondicherry University invites eligible and interested candidates for Walk-in-Interview for engagement of the following **purely contractual positions** at the UGC - Malaviya Mission Teacher Training Centre (MMTTC), Pondicherry University as per the MMTTP Guidelines.

DETAILS OF POSITIONS

Sl. No	Name of the Post	No. of Posts	Consolidated Salary (Per Month)
1	Project Assistant	01	₹35,000
2	Computer Assistant	01	₹30,000
3	Support Staff	01	₹22,000

Note:
- The engagement is purely temporary and contractual.
- No claim for regular appointment shall arise at any stage.

ELIGIBILITY CRITERIA & OTHER DETAILS

(1) Project Assistant

Essential Qualification

- Master's Degree in any discipline from a recognized University/Institute.
- Minimum 55% marks or equivalent CGPA in the qualifying degree.

Experience

- Minimum 5 years of experience in academic/administrative/technical coordination in a University / College / Research Institute.

Desirable Skills

- Proficiency in MS Office
- Experience in documentation, noting & drafting
- Ability to assist in academic programme coordination.

Age Limit

- Not exceeding 35 years (Age relaxation as per Government of India norms)

(2) Computer Assistant

Essential Qualification

- Post Graduate Degree in Computer Science / Information Technology / relevant discipline.
- Minimum 55% marks or equivalent CGPA.

Essential Skills

- Proficiency in computer operations (MS Office), noting & drafting.
- Knowledge of ICT tools used in academic programmes.
- Basic knowledge of Video recording and editing.

Experience

- Minimum 3 years in a University / College / Industry.

Age Limit

- Not exceeding 35 years (Age relaxation as per Government of India norms)

(3) Support Staff

Essential Qualification

- Pass in 12th Standard from a recognized Board

Essential Skills

- Basic computer operation skills
- Ability to perform office support work such as:
    - Filing & record maintenance
    - Photocopying & documentation
    - Dispatch & hospitality assistance.

Experience

- Minimum 3 years of experience in University / College / Government office / Research Institute.

Age Limit

- Not exceeding 45 years, including permissible relaxation.

DATE, TIME & VENUE OF WALK-IN-INTERVIEW

Date: 17-02-2026

Time: 10:00 AM

Venue: UGC-MMTTC, Pondicherry University

Candidates are advised to report at least 30 minutes before the scheduled interview time for document verification.

DOCUMENTS TO BE PRODUCED

- Candidates must bring:
  - Original certificates of Educational qualification, Experience, and Age proof.
  - One set of self-attested photocopies of all certificates.
  - One recent passport-size photograph.

GENERAL TERMS & CONDITIONS

i. **The engagement is purely contractual for the MMTTC.**

ii. No TA/DA will be paid for attending the Walk-in-Interview.

iii. Candidates must ensure they fulfil all eligibility criteria before appearing for the interview.

iv. Canvassing in any form will lead to disqualification.

v. The University reserves the right
  - Modify/cancel the engagement
  - Terminate the contract at any time if performance is unsatisfactory.

vi. If any information furnished by the candidate is found to be false at any stage, the engagement shall be cancelled immediately.

vii. The decision of the Selection Committee / University shall be final and binding in all matters.

IMPORTANT NOTE

- Engagement shall be subject to MMTTP guidelines and availability of funds.
- Merely appearing for the interview does not confer any right to engagement.

Director
UGC - MMTC
Pondicherry University
UGC-Malaviya Mission Teacher Training Centre
Pondicherry University
Puducherry -605 014

Date : 30.01.2026

Place: Puducherry