



**CENTRE FOR FACULTY & PROFESSIONAL DEVELOPMENT**  
**Anna University, Chennai-600 025**

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**Dr.P.Vanaja Ranjan**  
**Director**

Ref.No: 01/CFPD/Peon/Recruitment-Temporary/2024-2025

Date: 20.08.2024

**RECRUITMENT NOTIFICATION**

Applications are invited from the eligible candidate for the post of “**Peon**” on temporary (daily wage basis) at Centre for Faculty & Professional Development, Anna University, Chennai - 25. The applicant should have the following qualification.

S. No.	Name of the Post	Qualification	No. of Post	Wages per day (₹)
1.	Peon	VIII pass	01	499/-

The appointment is **purely temporary** for a period of six months and is likely to be continued, based on candidate working performance & necessity arise.

Eligible candidate may send their application in the enclosed format along with the self-attested photocopies of certificate and supporting documents for qualification, experience and other information by post to the following address on or before 05.09.2024 at 5.00 p.m.

**The Director**  
**Centre for Faculty & Professional Development**  
**Anna University, Chennai - 600 025.**

**Director, CFPD**

**APPLICATION FOR THE POST OF PEON  
(TEMPORARY ON DAILY WAGE BASIS)**

Ref.No: 01/CFPD/Peon/Recruitment-Temporary/2024-2025, Date: 20.08.2024

1.	Name (in Block Letters)		Pass Port Size Photo
2.	Date of Birth & Age		
3.	Address for Communication		
4.	E-mail ID		
5.	Mobile Number		
6.	Nationality		
7.	Aadhaar Number		
8.	Educational Qualifications:		
	Qualification	Name of the School/College	Year of Passing
9.	Experience	Organization	Year
10.	Additional Information if any		

**Declaration**

I hereby declare that the information provided in this application is correct to best of my knowledge and belief, and I am aware that providing wrong information may lead to rejection of my application or termination of my service without any notice, if employed. I am also aware that this application is only for temporary post.

Place:

Date :

Signature of the Candidate

(PTO)

**INSTRUCTIONS FOR FILLING UP THE APPLICATION FORM**  
**(Application not submitted in prescribed format / incomplete applications**  
**will be rejected)**

1. Application form should be neatly typed or handwritten.
2. Enclose self-attested photocopies of relevant certificates / proofs wherever necessary.
3. Eligible candidates will be called for an interview.
4. The actual date, time of the interview will be intimated by email or by phone to the eligible candidates.
5. Candidate attending an interview will do so at their own expenses.
6. The positions are **purely temporary** and the duration is for six months which may be extended depending on the performance with periodical breaks.
7. Write the Name of the post on top of the envelope. The envelope containing the application should be super scribed with Ref.No: 01/CFPD/Peon/Recruitment-Temporary/2024-2025
8. Duly filled in application along with self-attested photocopies of relevant certificates should be sent to the address "**The Director, Centre for Faculty & Professional Development, Anna University, Chennai- 600 025**". Last date for the receipt of the application is 05.09.2024 at 5.00 p.m.
9. Full address, name of the district and pin code should be clearly mentioned in the envelope.
10. The applicant will be responsible for the authenticity of information and other documents submitted.
11. The decision of the Selection Committee is final.
12. Selected candidate should report to duty immediately.