



JAI HIND COLLEGE

EMPOWERED AUTONOMOUS

23-24, Backbay Reclamation, "A" Road, Churchgate, Mumbai 400020

**APPLICATIONS ARE INVITED FOR THE FOLLOWING POSTS FROM THE
ACADEMIC YEAR 2025-2026**

UN-AIDED

Sr., No	Cadre	Job description / Subject	Total No. of Post
1.	MIS Administrator (Under AICTE)	Manage & Optimize MIS System, data analysis, reporting and cross-team co-ordination.	01
2.	Asst. Professor (Under AICTE)	BSC IT	02
3.	Asst. Professor	B. Voc. Software Development	01
4. ✓	<u>Sports Director</u>	Director of Physical Education & Sports	01
5.	Lab. Assistant	Science Laboratory	01
6.	Junior Clerk	Admin Office	01
7.	Receptionist	Admin Office	01
8.	Office Peon	Admin Office	01

The above posts are open to all; however, candidates from any category can apply for the post.

Qualification for MIS Administrator : Diploma / Degree in IT/CS, MIS & analytical experience, skilled in excel, SQL, Power BI, ERP.

Qualification for Asst Professor & Sports Director: As per UGC / AICTE / Mumbai University Norms.

Qualification for Lab. Assistant: 12th Science / B.Sc

Qualification for Junior Clerk & Receptionists: Graduate in any stream, Computer knowledge essential, Minimum 2 years of experience.

Qualification for Office Peon : Minimum 10th Pass.

Application with full details should reach **The PRINCIPAL, JAI HIND COLLEGE (Empowered Autonomous), 23 – 24, Backbay Reclamation, A Road, Churchgate, Mumbai 400 020** within 7 days from the date of publication of this advertisement.

Sd/-
Principal