

**RCC Institute of Information Technology (Non-AICTE)**  
**Canal South Road, Beliaghata, Kolkata – 700015**

<b>Sl. No.</b>	<b>Post</b>	<b>Essential Qualification/Skill</b>	<b>Desirable</b>	<b>Last date of application</b>
1.	<b>Jr. Assistant</b> [Level-6 (Six) Pay Matrix: 22700/- - 58500/- under WBS Ropa Rules 2019]	Graduate from any recognized University.	Knowledge in Computer with MS-Office handling	<b>04.02.2021 [4:00 PM]</b>

- ❖ Email your detailed latest CV and copy of all final mark sheets and certificates from 10<sup>th</sup> standard along with a covering letter addressed to “*The Registrar, RCC Institute of Information Technology, Canal South Road, Beliaghata, Kolkata – 700015,* and referring this advertisement, to the email ID - **registrar@rcciit.org.in**. The subject line of your email should be: **“Application for Jr. Assistant “**
- ❖ Mere eligibility will not vest any right on any candidate for being called for interview. The decision of the Institute in all matters regarding selection of candidates will be final. No correspondence will be entertained from the candidates in connection with the process of selection/interview. Canvassing in any manner would entail disqualification of the candidature.
- ❖ Interview may be conducted in either physical or online mode. No TA/DA will be paid for attending the interview if conducted physically.