

JAINEE COLLEGE OF ENGINEERING AND TECHNOLOGY, DINDIGUL**LIST OF ADMINISTRATIVE / NON-PROFESSIONAL POSTS – B E.. COURSE**

SL. NO	DESIGNATION	REQUIRED QUALIFICATION	REQUIRED NO	AVAILABLE NO
1	Administrative Officer	Degree	1	1
2	Office Superintendent	Degree	1	1
3	Accountant	Degree	1	1
4	Librarian	M.Lib.	1	1
5	Asst. Librarian	D.Lib.	1	1
6	Library Attenders	10th / +2	2	2
7	Store keeper	Dip. / Degree	2	2
9	Electrical Assistant		1	1
10	Laboratory Technician / Assistant	Dip. / Degree	1 for each Lab	10
12	Computer Operator	Degree with computer course	5	5
13	First Division Assistant	Degree	1	1
14	Second Division Assistant	Degree	1	1
15	Physical Education Director- Part Time		1	1
16	Physical Education Marker – Part- Time		1	1
17	Peon	SSLC	2	2
18	Sweeper /Cleaning personnel	-	Adequate	5
19	Gardener	-	Adequate	2