



# Central Institute of Higher Tibetan Studies

(Declared as "Deemed to be University" under section 3 of the UGC Act, 1956)

## Sarnath, Varanasi

No. CIHTS /Reg/Recruit/1/2020-

Dated: 17.07.2020

### **NOTICE**

#### **WALK-IN-INTERVIEW FOR THE POST OF CASHIER (CONTRACTUAL) IN SOWA-RIGPA DEPARTMENT OF THE CIHTS**

A Walk-in-Interview is scheduled on 3<sup>rd</sup> August, 2020 at 02:00 P.M. in the Committee Room of the Registrar office for the post of Cashier (contractual) in the Department of Sowa-Rigpa, CIHTS, Sarnath on fixed monthly wages.

#### **Details of the post:**

<b>Name of the Post:</b>	Cashier
<b>Name of the Department:</b>	Sowa Rigpa
<b>Salary:</b>	@Rs.19,619/- per month (Fixed)
<b>Nature of Job:</b>	Billing, Accounting, Banking, knowledge, dispensing and other additional works assigned by the Department.

Interested candidates must have the following essential qualification:

1. Shastri/Bachelor in any discipline
2. Basic knowledge of accounting and tally.
3. Language skill: able to read, write and speak Tibetan, Hindi and English

Interested candidates may appear for walk-in-Interview with their bio-data and testimonials at aforesaid date and time.

**Note: Please bring a self-attested copy all the certificates and testimonials for office record.**

  
Registrar

#### **Copy forwarded for information and necessary action to:**

1. Assistant Registrar (VC Office) for kind information of Honorable VC
2. Professor I/c Library with Hard and Soft copy of the Advertisement for uploading it to the Institute Website immediately and subsequently information of the date of uploading the advertisement to the Registrar office in order to reckon the 15 days' timeframe.
3. Dean and HoD, Sowa-Rigpa Department
4. Deputy Registrar (Admin-I)
5. Assistant Registrar (Admin-II)
6. I/c Accounts Section
7. All the Notice Boards of the Institute.

  
Registrar