

**Jamia Millia Islamia, Jamia Nagar, New Delhi-110025**  
**Local Advt. No. 14/2014-15 dated 31.10.2014**

Applications on prescribed forms are invited for contractual appointment of two Editorial Assistants in Zakir Husain Institute of Islamic Studies as per details given below. The prescribed application form for the above positions should reach in the Office of the Asstt. Registrar (RPS), Registrar's Office, Jamia Millia Islamia, New Delhi-110025, latest by **18.11.2014**. The appointment will be made on contractual basis initially for a period of six months or till further orders whichever is earlier:

1. **One Editorial Assistant for the Urdu Quarterly Journal - Islam Aur Asr-e-Jadeed on the fixed salary @ Rs. 15,000/- per month**
2. **One Editorial Assistant for quarterly Journal - Islam and the Modern Age on the fixed salary @ Rs. 25,000/- per issue** (Note: One issue in three months).

**Qualification for the above positions:**

1. Master's Degree in Urdu with at least 60% marks of an Indian University or academic qualification equivalent thereto, and
2. Working knowledge of English and Hindi
3. Five year's experience of working with an Urdu Journal (proved by writing and editing and liasioning with contributors)

**Desirable**

1. Ph.D. degree in Urdu
2. Familiarity with production and publication work
3. Sound knowledge of Islam & Contemporary Muslim World.

**Note:**

1. Incomplete application in any form is liable to be rejected.
2. Candidates already in service must apply through proper channel.
3. Canvassing in any form or on behalf of the candidate will be a disqualification.
4. In-eligible candidate will not be permitted to attend the interview.
5. Any selection shall neither guarantee nor vest in the appointee a permanent right for regularization.


**Dated: 31.10.2014**

  
(Prof. Shahid Ashraf)  
Registrar

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Copy of the following with the request to give it due publicity without incurring any expenditure on behalf of the Jamia Millia Islamia:

1. All the Deans of the Faculties/Heads of the Departments/Institutions/Offices/ Centres/ Schools, JMI for information and display on their notice boards.
2. The Secretary to Vice-Chancellor, JMI;
3. The Finance Officer, JMI;
4. The Sr. P.A. to the Registrar, JMI;
5. **Notice Board:** (a) V.C's Office (b) Registrar's Office (c) Recruitment and Promotion Section.

**Dated: 31.10.2014**

  
(Owes Ahmad)  
Asstt.Registrar (RPS)

