

South Asian University

An International University Established by
the Governments of SAARC Nations in 2008

Date: 14th October, 2026

Walk-In-Interview

(To be deployed through an outsourced agency)

The walk-in interview is scheduled on **27th October, 2026 (Tuesday) at 10:30 AM** onwards at Ground Floor, Administrative Block, South Asian University, Gaushala Road, Maidan Garhi, New Delhi-110068 for the following outsourced position(s) to be deployed through an outsourced agency: -

1. VETERINARIAN [ANIMAL HOUSE FACILITY, FLSB]

Number of positions	01
Educational Qualification(s)	(i) Bachelor's in Veterinary Sciences (B.V.Sc.) from a recognized University/Institution. (ii) Must have a valid registration issued by the State Veterinary Council/Veterinary Council of India.
Work Experience	Minimum 2 years of experience in laboratory animal sciences, and has handled small animals in an Animal House facility
Working Hours	09:30 AM to 01:30 PM
Age limit	20 to 45 years.
Proposed remuneration (in INR)	Rs. 60,000/- Per month.
Brief duties (if any)	- Housing, feeding and care of all animals (animal husbandry and welfare) in the Animal House facility, - Veterinary care and monitoring, devising appropriate policies for ancillary aspects of veterinary care to prevent and control diseases, disease monitoring and surveillance, quarantine and isolation, operative and post-operative care, diagnosis and treatment of diseases as well as injuries, - Reviewing protocols and proposals, attending Institutional Animal Ethics Committee (IAEC) meetings and facility inspection, recordkeeping - monitoring occupational health hazards containment and zoonosis control programs; - supervising animal nutrition and sanitation - teaching and training of students involved in animal research including animal ethics - conduction of periodic workshops on animal handling and use in research

2. OFFICE ASSISTANT-CUM-HOSTEL CARETAKER [BOYS' HOSTEL]

Number of positions	01
Educational Qualification(s)	Bachelor's degree in any discipline from a recognized University.
Work Experience	Minimum two years of relevant experience.
Age limit	20 to 45 Years
Proposed remuneration (in INR)	Rs. 25,000-35,000/- per month, commensurate with experience.

3. OFFICE ASSISTANT

Number of positions	02 [Fresh & Future Requirement]
Educational Qualification(s)	Bachelor's degree in any discipline from a recognized University.
Work Experience	Minimum two years of relevant experience.
Age limit	20 to 45 Years
Proposed remuneration (in INR)	Rs. 25,000-35,000/- per month, commensurate with experience.

4. LINUX/ SYSTEM ADMINISTRATOR [ICT DIVISION]

Number of position(s)	01
Educational Qualification(s)	Bachelor's degree from a recognised University/Institution.
Work Experience	• 2-5 years of experience • Skills: Linux • Networking, scripting • Server & infrastructure management • Installation & maintenance of Proxmox or any other Linux based cluster
Age limit	20 to 45 Years
Proposed remuneration (in INR)	Rs. 50,000-60,000/- per month, commensurate with experience.
Duties	• Manage Linux servers • Install, configure, and maintain: OS, servers, applications • Monitor: System performance, uptime, logs • Perform: Backup, recovery, patching, security updates • Manage: User accounts, permission, firewall, antivirus • Troubleshoot: Network & system issues, Plan infrastructure improvement & automation

5. LABORATORY ASSISTANT [FLSB]

Number of position (s)	01
Educational Qualification(s)	Bachelor's degree in any area of basic/ biomedical sciences from a recognized Institution and/or diploma in Medical Laboratory Technology with at least 55% marks or equivalent grades.
Work Experience	3-5 years of experience working in Life Sciences/ Biotechnology/ Bio-Medical Laboratories
Age limit	20 to 45 Years
Proposed remuneration (in INR)	Rs. 25,000-35,000/- per month, commensurate with experience.
Duties	The Laboratory Assistant will help in the establishment of the laboratories of the Faculty and will be responsible for their maintenance. He/she will ensure that all equipment in the laboratories are regularly serviced and remain in perfect working order. He/she will maintain inventories of laboratory supplies and render help to students using the laboratory. The laboratory assistant will perform other duties as per the instructions of the Dean of the Faculty.

6. LABORATORY ATTENDANT [CHEMISTRY LAB.]

Number of position (s)	01
Educational Qualification(s)	Should have passed high school (12 th Class) minimum.
Work Experience	3-5 years of experience working as an attendant in laboratories.

Age limit	20 to 35 Years.
Proposed remuneration (in INR)	Rs. 22,000-25,000/- per month, commensurate with experience.
Duties	The Laboratory Attendant will be responsible for keeping clean the laboratory desks, laminar-flow and chemical hoods. He/she will do glassware washing and sterilization. He/she will also help in the upkeep of laboratory animals. The laboratory attendant will perform other duties as per the instructions of the Dean of the Faculty; and perform other related duties and special projects as assigned or directed.

7. CONTENT CREATOR [MEDIA & PR OFFICE]

Number of position (s)	01
Educational Qualification(s)	Graduate degree in any discipline from a recognised university/institution.
Work Experience	Upto 5 years of experience in content writing, editing, journalism, communications or a related field will be considered.
Age limit	20 to 45 Years
Skills	Excellent command of written and spoken English; strong writing, editing and proofreading skills; ability to understand and interpret research papers and academic publications; ability to develop clear, accurate and engaging content; strong research and information-gathering skills; ability to adapt content for academic, institutional and general audiences.
Proposed remuneration (in INR)	Rs. 45,000-50,000/- per month, commensurate with experience.

8. GRAPHIC DESIGNER [MEDIA & PR OFFICE]

Number of position (s)	01
Educational Qualification(s)	10+2 passed and above from a recognized University/Institution. Desirable: Diploma in designing
Work Experience	Fresher. 1 year of relevant experience is desirable.
Age limit	20 to 45 Years
Skills	Proficiency in Adobe Illustrator, Adobe Photoshop, and Adobe InDesign
Proposed remuneration (in INR)	Rs. 25,000-35,000/- per month, commensurate with experience.
Duties	Designing posters, banners, standees, brochures, flyers, advertisements, and other promotional materials for university events and activities.

9. GUEST HOUSE MANAGER [GUEST HOUSE]

Number of position(s)	01
Educational Qualification(s)	A Bachelor's degree in Hospitality Management from a recognized University. Desirable Qualification: BHM
Work Experience	Minimum 05 years of relevant experience working in a reputed Hospitality Firm/Company/Hotel/Guest House etc.
Age limit	20 to 45 years.
Proposed remuneration (in INR)	Rs. 45,000 to 55,000/- per month, commensurate with experience

10. SUPERVISOR [MESS /GUEST HOUSE]

Number of position(s)	02
Educational Qualification(s)	Bachelor's degree in any discipline from a recognized University.
Work Experience	02-05 years of experience in Hostel/Mess/Canteen/Hotel/Catering Unit as supervisory work and cash Handling with knowledge of maintenance of necessary records.
Age limit	20 to 45 Years.
Proposed remuneration (in INR)	Rs. 25,000-30,000/- per month, commensurate with experience.

11. HEAD CHEF [GUEST HOUSE]

Number of position(s)	01
Educational Qualification(s)	12 th (10+2) passed from any Recognized Board/Institution.
Work Experience	At least 03 years of experience as a Head Chef in a Hotel/Catering Unit/Mess etc.
Age limit	20 to 45 Years
Proposed remuneration (in INR)	Rs. 45,000-50,000/- per month, commensurate with experience.

12. ASSISTANT CHEF/COOK (MESS/GUEST HOUSE)

Number of position(s)	04
Educational Qualification(s)	8 th passed from any Recognized Board/Institution.
Work Experience	At least 03 years of experience in Cooking in a Hostel/Mess/Canteen/Hotel.
Age limit	20 to 45 Years
Proposed remuneration (in INR)	Rs. 24,000/- per month

13. WAITER (MESS/GUEST HOUSE/ADMIN CAFE)

Number of position(s)	08
Educational Qualification(s)	10 th passed from any Recognized Board/Institution.
Work Experience	At least 01 Year of Experience in serving food in a Hostel/Mess/Canteen will be preferred.
Age limit	20 to 45 Years.
Proposed remuneration (in INR)	Rs. 22,000/- per month.

14. BELL BOY (GUEST HOUSE)

Number of position(s)	03
Educational Qualification(s)	10 passed from any Recognized Board/Institution.
Work Experience	1 year of experience in a guest house, hotel, hostel, hospitality or similar establishment
Age limit	20 to 45 Years.
Proposed remuneration (in INR)	Rs. 22,000/- per month.

15. UTILITY STAFF/HELPER (GUEST HOUSE)

Number of position(s)	02
Work Experience	1 year of experience in a guest house, hotel, hostel, hospitality or similar establishment.
Age limit	20 to 45 Years.
Proposed remuneration (in INR)	Rs. 22,000/- per month.

16. AMBULANCE DRIVER (HEALTH CENTRE)

Number of position(s)	01
Educational Qualification(s)/Skills	(i) 10+2 and above from a recognized University/Institution and (ii) Commercial license issued by the Transport Authority of the State Government. Desirable: (i) Graduation in any discipline from a recognized University/Institution. (ii) Basic knowledge of First Aid and emergency response procedures. (iii) Badge issued by the Transport Authority of the State Government
Work Experience	3-5 years of experience driving commercial vehicles Desirable: Experience of driving an ambulance.
Age limit	20-45 years
Proposed remuneration (in INR)	Rs. 30,000-45,000/- per month, commensurate with experience.

Interested candidates may appear for an interview with an **updated CV, along with the originals and photocopies of all supporting documents like educational/professional qualifications, experiences, identity proofs (PAN Card/Aadhaar Card etc.)**. Candidates are required to report at **09:15 AM at the Reception, Admin. Block** on the date(s) as mentioned above.

The University may relax the upper age limit for experienced and qualified candidates for various outsourced positions. Further, exceptional candidate(s) may be offered higher remuneration based on qualifications & experience.

The number of positions may increase or decrease as per the requirements of the University.

Note: No TA/DA will be paid for attending the interview.

ASSISTANT REGISTRAR (SG) (ADMIN)