



Central University of Haryana
Mahendergarh (Haryana) 123031
Malaviya Mission Teacher Training Centre



No. CUH/MMTTC/2025/218

Date:-18/11/2025

Notice

Subject: Schedule of Skill Test and Interview/Interaction for the post of Project Assistant (on contractual basis) under UGC funded Malaviya Mission Teacher Training Centre (MMTTC), CUH.

Please refer to the Advertisement No. CUH/MMTTC/2025/201 for the post of Project Assistant Dated on 24/10/2025

It is to inform all the eligible candidate who have applied for the post of **Project Assistant (on contractual basis) under UGC funded Malaviya Mission Teacher Training Centre (MMTTC), CUH** before the last date that the Skill Test and Interview/Interaction shall be held as per the schedule given below.

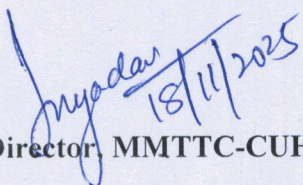
Venue of the Skill Test and Interview/Interaction: Department of Teacher Education, Seminar Hall, Room No. 129, Academic Block-4, CUH.

Sr. No.	Post	Date	Reporting Time	Syllabus of Skill Test and Interview/Interaction
01	Project Assistant (01)	25/11/2025	09.00 AM	The following topics/activity shall be included in the Skill Test and Interview/Interaction to judge their knowledge, skills and office work: (a) Noting & drafting of official letters (b) Online meeting platforms/applications (c) Good Knowledge of MS Word, Excel and Power Point Presentation (d) Presentation Skills (e) Interview/Interaction

Important Instructions:

- 1) Please bring all original documents/certificates as per the requirement of the post and mentioned in the advertisement/resume.
- 2) 05 photocopies of updated resume alongwith one set of self-attested photocopies of all testimonials/documents mentioned in the resume.
- 3) One original I.D. proof with photograph.
- 4) One latest passport size colour photograph.
- 5) Documentary evidence in supported to your experience as mentioned in the application/resume.
- 6) The Skill Test and Interview will be conducted in Offline mode only and no TA/DA will be paid for attending the interview.
- 7) No candidate will be allowed after one hour of the reporting time.
- 8) The above posts are purely temporary for the sanctioned project duration.
- 9) The appointment may be terminated at any time, in case of any misconduct, unsatisfactory work or if the person is found ineligible later.

Further, it is to inform you that English version shall be considered final in case of any confusion.


Director, MMTTC-CUH