



DURGAPUR WOMEN'S COLLEGE,  
MAHATMA GANDHI ROAD,  
DURGAPUR, W.B.-713209

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## DURGAPUR WOMEN'S COLLEGE

Affiliated to Kazi Nazrul University  
"Accredited by NAAC"

RefNo. : DWC / 161 / 24 - 25

Date 20-02-25

JOB TITLE: LIBRARY ATTENDANT

INSTITUTE: DURGAPUR WOMEN'S COLLEGE

LOCATION: MAHATMA GANDHI ROAD, DURGAPUR

JOB DESCRIPTION:

- We are seeking a lady attendant for Library of Durgapur Women's College. The lady attendant should perform the followings:
  - 1] Dusting of books, Shelving and Display of books & newspapers.
  - 2] Assist in Opening and Closing of the Library.
  - 3] Assisting users in searching of books, periodicals
  - 4] stamping of books.

REQUIREMENTS:

- Graduate with computer knowledge

HOW TO APPLY:

- Willing candidates are asked to submit their application, including their resume to college office within 26<sup>th</sup> February 2025.

Dr. Mahananda Kanjilal  
Principal  
Durgapur Women's College  
Principal  
Durgapur Women's College