



TILAK MAHARASHTRA VIDYAPEETH



REQUIRED

Applications are invited from eligible candidates for the following positions:

STENOGRAPHER

Number of Vacancies: 1 | Location Pune

Eligibility

- Graduate from a recognized University.
- Proficiency in Marathi & English Shorthand and Typing.
- Relevant computer skills.
- Candidates with relevant experience will be preferred.
- Other qualifications and conditions as prescribed by the University.

Key Skills

- Shorthand • Typing • Computer Proficiency
- Office Administration • Communication Skills

Salary and other service conditions shall be as per the **rules and norms of TMV**.

Application Procedure

Interested candidates are requested to send their updated resume to **hr@tmv.edu.in** within **7 days** from the date of publication of this advertisement.

Address : Mukundnagar, Gultekadi, Pune - 411 037

For more details visit : www.tmv.edu.in