

Applications are invited for Recruitment of Assistant Resident Prefect in Xavier University Bhubaneswar

Xavier University Bhubaneswar invites applications for recruitment of Assistant Resident Prefect.

Desirable Profile:

- Post- Graduate in any discipline
- Minimum 5 years of experience in hospitality services
- Good communications skills
- Good interpersonal skills
- Proficient in client handling and guest relations

Key responsibilities of the post:

- Ensure proper care, support, guidance and over-all conducive atmosphere for all residents in the UG/PG hostels of the University.
- Maintain the physical facilities in hostels including mess in proper working order and ensure their upkeep for ready to use condition.
- Maintain discipline and decorum in the hostels in co-ordination with the team members and play effective facilitation role in all student events and functions.

Salary: Commensurate with the profile of the selected candidate(s).

Interested candidates may mail their updated CVs with position applied for to **staffcareers@xub.edu.in** OR send to Xavier University, Nijigada, Kurki, Harirajpur-752050, District-Puri, Odisha

Please note: The CVs will be kept in our database for the purpose of recruitment. Only shortlisted candidates will be intimated.

We regret that we will be unable to take queries on the process.

Last date for application is February 20, 2020 (Thursday)


REGISTRAR