MAHARASHTRA NATIONAL LAW UNIVERSITY MUMBAI

(Established on 27th June 2014 by Government of Maharashtra under Act VI of 2014)

2nd Floor, MTNL-CETTM Building, Technology Street, Hiranandani Gardens, Powai, Mumbai, Maharashtra - 400 076.

RECRUITMENT ADVERTISEMENT

Maharashtra National Law University Mumbai invites applications for the below mentioned positions for the purely contract basis on consolidated salary for one year contract:

Sr. No.	Name of the Post	Total Number of Posts	Category
1	Hostel Caretaker (Female)	02	(01 General & 01 SC)
2	Hostel Caretaker-cum-Driver (Male)	02	(01 General & 01 SC)

- Submission of application on-line: by 15th November 2026 till 23.59 Hrs.
- Hard Copy of application along with copies of the enclosures and the payment receipt shall reach the **"Registrar, Maharashtra National Law University Mumbai, CETTM MTNL Building, Technology Street, Hiranandani Gardens, Powai, Mumbai- 400076 (Maharashtra)** positively, by 5:00 pm on or before 17th November 2026. The name of the post applied for, shall be superscribed on the envelope.
- For details and on-line application link, please Visit**: www.mnlumumbai.edu.in**

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Dated: 30th October, 2026

Registrar
Maharashtra National Law University Mumbai

1. **Hostel Caretaker (Female) - (Annual Contract-Consolidated Pay)**

- **Essential Qualification:**

  10 + 2 Class Pass

- **Desirable:**

  1. A Diploma or Certificate of minimum 6 months in Housekeeping/ Home Science or any other relevant subject from a recognized educational institute.
  2. Working Knowledge of Computer.
  3. One year experience in a similar field/ area is required (a certificate to this effect as proof of the same should be submitted).

- **Age Limit:** 25 to 45 Yrs.

- **Nature of Duty:** Full Time (Residential Service)

- **Salary: Rs.** 25,000/-

2. **Hostel Caretaker-cum-Driver (Male) - (Annual Contract-Consolidated Pay)**

- **Essential Qualification:**

  1. 10 + 2 Class Pass
  2. Driving Skill (Four-Wheeler Light Vehicle Driving License)
  3. One year experience in a similar field/ area is required (a certificate to this effect as proof of the same should be submitted).

- **Desirable:**

  1. A Diploma or Certificate of minimum 6 months in Housekeeping/ Home Science or any other relevant subject from a recognized educational institute.
  2. Working Knowledge of Computer.

- **Age Limit:** 25 to 45 Yrs.

- **Nature of Duty:** Full Time (Residential Service)

- **Salary: Rs.** 25,000/-

Maharashtra National Law University Mumbai

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General Terms & Conditions:

1. These appointments are purely temporary, contractual and ad-hoc in nature. This appointment does not confer any right or claim for regular appointment, continuation, permanency or absorption in the University under any circumstances.

2. Any extension of the term of engagement shall be subject to the satisfactory performance of the individual, the continuing requirements of the University, and the prior written approval of the Competent Authority. No extension shall be automatic or create any right or legitimate expectation of renewal. The term of engagement shall expire on the stipulated date unless an extension is expressly approved in writing by the Competent Authority.

3. All appointments are subject to Rules and Regulations of the University / Government, framed from time to time and subject to the approval of the competent Authority of the University.

4. Candidates shall fill the application form available on the University Website as per the opening and last date mentioned in the advertisement as well as available on the website from **30th October 2026** and send the scanned copy of the same along with scanned copy of necessary documents to the email address recruitment2025@mnlumumbai.edu.in (last date as per the advertisement).

5. The application fees of Rs. 500 /- (General Category) & Rs. 250/- (Reserved Category) shall be paid through online mode. Application Fee will not be refundable.

6. The print out of the Application along with payment receipt (UTR no.) and other relevant documents mentioned in Clause 9 below, shall be submitted in a sealed envelope, in person or by Post, and shall reach positively by 5.00 pm on or before **20th November 2026** on the following address: **"Registrar, Maharashtra National Law University Mumbai, 2nd Floor, CETTM MTNL Building, Technology Street, Hiranandani Gardens, Powai, Mumbai-400076 (Maharashtra)".** Tel. no. 022- 25703188.

7. The envelope shall be super-scribed as **"Application for the post of (name of the post)"**.

8. Print out of application made in the prescribed format through online mode only will be considered by the University. Applications in other forms such as Bio-data, C.V. and any other offline application will not be considered.

9. Candidates shall affix a passport size photo on the application.

10. Application form shall be accompanied with self-attested copies of the following documents:

i. Documents related to educational qualifications, such as Degree/ Diploma certificates, Statement of Marks, other certificates of the relevant examinations (both side photocopies of the Statement of Marks) and any other certificates relating to the educational qualifications.
ii. Certificate/s of teaching/ administrative experience issued by the competent Authority
iii. Documents related to educational qualifications, such as Degree/ Diploma certificates, Statement of Marks, other certificates of the relevant examinations (both side photocopies of the Statement of Marks) and any other certificates relating to the educational qualifications
iv. Birth / SSC certificate or other Government document as a proof of date of birth
v. In case of change in name of the candidate, a copy of Government Gazette or any other appropriate certificate.

11. Qualifications, relevant experience and age shall be considered as on the last date of receipt of application.

12. Candidates furnishing incorrect or false information shall stand disqualified at any stage, even after appointment.

13. Candidates should check the eligibility criteria carefully while applying for the post. Not eligible candidates will be disqualified at any stage of the recruitment process, even after selection.

14. Applications received after the last date of receipt of application, incomplete applications, applications submitted without the required documents and applications not submitted through proper channel, will not be considered, and no communication in this regard will be made with the candidates.

15. Candidates shall bring original documents at the time of the interview for verification of documents, along with two sets of xerox copies of all the documents

16. Candidates belonging to the reserved category shall be entitled to relaxation in the upper age limit up to five (05) years subject to the production of a valid caste / category certificate issued by the competent authority and compliance with the applicable government rules.

17. Notwithstanding anything contained in this advertisement, the University reserves the right to relax any of the prescribed eligibility conditions, including age, educational qualifications and experience in exceptional cases, where a candidate is found to be particularly suitable for the post. Such relaxation shall be at the sole discretion of the University, and the decision of the University shall be final and binding on all concerned. Candidates shall bring original documents at the time of the interview for verification of documents, along with two sets of xerox copies of all the documents

18. Canvassing directly or indirectly will lead to a disqualification.

19. The University reserves the right to fill or not to fill any of the posts. Also, University reserves right to withdraw any advertised post at any time without assigning any reason. The decision of the University in this regard shall be final.

20. The University reserves the right to relax or modify the prescribed eligibility criteria or other selection requirements, where deemed appropriate by the Selection Committee, in respect of candidates considered suitable for the position, subject to applicable rules and regulations and the approval of the Competent Authority, wherever required.

21. Queries or correspondence in respect of eligibility criteria, issuance of call letters for interview or selection of candidate will not be entertained at any stage.

22. The directives / orders / resolutions / circulars of the Government of Maharashtra issued from time to time, shall be applicable to the said posts.

23. No Correspondence with ineligible candidates will be made by the University.

24. Candidates are requested to refer University website from time to time, as all information and circulars will be notified on the University on its website.

25. The University reserves the right to disqualify any candidate who may have been shortlisted based on wrong or incorrect information provided by the candidate. Persons, who have been selected/ appointed based on wrong or incorrect information supplied by the candidate, may be terminated at any stage or after selection also.

26. The University will not be responsible for either any non-receipt of application sent by a candidate or any delay in receiving the application sent by a candidate, on any account.

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The candidates are required to fill up the details on the Google link provided below and print out of the same is to be submitted along with the application form.

Google Link: Click Here

For inquiries, and submission of application please contact
recruitment2025@mnlumumbai.edu.in