

KANAK NAND KISHORE COLLEGE OF NATUROPATHY AND YOGIC SCIENCES

Main Palla Bakhtawarpur Road, Bakhtawarpur, Delhi – 110036
(www.knkcny.com, Email: knkcny@gmail.com, Mobile: 8130772801)

RECRUITMENT FOR RECEPTIONIST (FEMALE) POSITION

1. Applications are invited from eligible and qualified candidates for the following full-time positions at Kanak Nand Kishore College of Naturopathy and Yogic Sciences (KNKCNY), Delhi.

S.No	Post	Vacancies	Eligibility Criteria
1.	Receptionist (Female)	02	Graduate with excellent communication skills in English and Hindi. Proficiency in MS Office, email correspondence and office management software. Pleasant personality with 1–3 years of relevant experience preferred.

2. Compensation and benefits will be commensurate with qualifications, experience, and professional expertise.
3. Interested applicants should email their detailed CV along with supporting documents relating to educational qualifications and work experience to: knkcny@gmail.com.
4. The Medical Director, KNKCNY, reserves the right to accept or reject any application without assigning any reason.
5. Selection will be based purely on merit and performance in the interview conducted by the Selection Board. No TA/DA will be admissible.
6. The number and nature of the advertised positions are provisional and may be revised according to the Institute's requirements.

Medical Director, KNKCNY