CAREERS

1. **Admission Officers : (Male)**
   Graduation in any discipline. Good Communication skill in Hindi, English and Malayalam. Willing to travel all over India.

2. **Administrative Officers : (Male)**
   Graduation in any discipline. Good Communication skills in Telugu, Hindi and English. Ability to handle the students independently.

3. **DTP Operators (Designers) : (Male/Female)**
   Graduation in any discipline. Good knowledge in Photoshop, Coral Draw, Page Maker etc.

4. **Receptionists : (Male/Female)**
   Graduation in any discipline. Good Communication skills in Telugu, English and Hindi. Pleasant voice. Female candidates will be given preference.

5. **Student Counselors : (Male/Female)**
   Graduation in any discipline. Good Communication skill in Telugu, English and Hindi. Ability to handle and counsel the students in various issues.

6. **Junior Assistants : (Male/Female)**
   Graduation in any discipline. Knowledge in M.S. Office (Word and Excel), English typing required.

7. **Chief Wardens : (Male/Female)**
   Graduation in any discipline. Good Communication skill in Telugu, Hindi and English. Ability to administrate the Hostel activities.

8. **Hostel Wardens : (Male/Females)**
   Graduation in any discipline. Ability to handle the students, looking after the house keeping activities etc.

9. **Security Guards : (Female)**
   Qualification : SSC.

Eligible candidates can send their resumes through mail to careers@aec.edu.in

VICE – CHAIRMAN