

Vacancy Notice

Applications are invited for the post of **Office Secretary (Accounts)** in DUWA Office run by Delhi University Women's Association on contractual basis.

S.no.	Post	No. of post	Essential Qualification
1.	Office Secretary (Accounts)	1	B.com/B. A, Minimum 2 yrs. of work experience in computer/ accounts / Tally/ MS. Word /MS. Office Note: - Fluency in English and Letter drafting will be preferred.

Salary: Rs.17,000/-

Applications will be received till 25th July 2026 from 9:00 AM to 5:00 PM in DUWA office.

Note: Only female candidates can apply.

**Dr. Ritushree Kukreti,
Secretary,
Delhi University Women's Association**

Address:

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