Jegan's

HIMAYAM COLLEGE OF ARTS AND SCIENCE

MANAMPATHY, THIRUPORUR, CHENGALPET -603105 +917305585095

(under Satvaj Educational Trust) Email: admissions@himayam.com

Recruitment 2026 job notification announced by Jegan's Himayam College of Arts and Science, Chennai, Tamilnadu for 2026-2027 academic year. Eligible candidates may apply through Email.

Post Date: 10 November,2026

Hiring Organization: Jegan's Himayam College of Arts and Science

Organization Profile: The Himayam College of Arts and Science, the flagship of Satvaj Educational Trust, Situated on a 5-acre campus in Manampathy, Thiruporur, Chennai has state-of-the-art infrastructure, creating an environment for progressive learning and development

Job Title/Designation: Office staff

Qualification:

- Any Bachelor's degree (preferred).

Experience:

Candidates with prior experience in college administration and basic accounting knowledge will be given preference. However, motivated freshers are also welcome to apply.

Candidate Profile:

- Good communication skills in English and Tamil.
- Basic computer knowledge (MS Office: Word, Excel, and typing proficiency).
- Candidates in and around Chennai will be given priority.

Job Location: Manampathy, Thiruporur, Chennai, Tamilnadu

Pay Scale: As per Norms

Apply Mode: Email(himayamfiles129@gmail.com) & Whatsapp (7305585095)

How to Apply: Interested and Eligible candidates are requested to send their application with a scanned copy of all certificates and passport size photograph to the following Email Address or Whatsapp number on or before 21st Novem, 2026

Email Address to Apply: himayamfiles129@gmail.com

Whatsapp: 7305585095

Contact Address: Jegan's Himayam College of Arts and Science, No-1352/A.Sembakkam road, Eachamballam,
Thiruporur taluk, Manampathy,
Chengalpet-603105,Tamilnadu, India.

SATVAJ EDUCATIONAL TRUST
Managing Trustee