



PSGR Krishnammal College for Women
(An Autonomous Institution – Affiliated to Bharathiar University)

Recruitment – Hostel

We are looking for a responsible, caring, and disciplined **Residential Warden** to oversee the day-to-day administration, discipline, and welfare of students residing in the Women's Hostel. The ideal candidate will ensure safety, security, and a comfortable living environment for all hostel residents.

Key Duties & Responsibilities

- Ensure the safety, security, and discipline of all hostel residents.
- Maintain a cordial, supportive, and inclusive atmosphere within the hostel.
- Supervise daily hostel operations including attendance, housekeeping, and food arrangements.
- Monitor entry/exit timings of students and maintain daily registers/records.
- Address students' concerns, provide guidance, and act as a mentor and counselor when required.
- Coordinate with college administration on hostel infrastructure, maintenance, and services.
- Ensure compliance with college rules, regulations, and hostel policies.
- Handle emergencies effectively and report incidents promptly to the management.
- Maintain discipline and take appropriate action in cases of rule violations.

Requirements

- **Female candidates only (residential position).**
- **Qualification:** Graduate (any discipline). Prior experience as a hostel warden or in administration preferred.
- **Skills:** Strong interpersonal and communication skills; ability to manage students with patience, empathy, and firmness.
- **Commitment:** Willingness to reside full-time in the hostel premises.

Why Join PSGRKCW?

- Supportive and collaborative academic environment
- Opportunities for research, publications, and funded projects
- Modern infrastructure and well-equipped laboratories
- Vibrant campus culture and student engagement programs

How to Apply:

Send your detailed **resume/CV** with credentials to: **hrd@grgeducation.com**
Subject line: Application for Residential Warden – Hostels