



MAHAYOGI GORAKHNATH UNIVERSITY, GORAKHPUR

Arogya Dham, Balapar Road, Sonbarsa, Gorakhpur-273007

VACANCY NOTIFICATION

Advertisement No.: MGUG/Recruitment/2026/08/003

Dated: 06.08.2026

Mahayogi Gorakhnath University Gorakhpur, is a Multidisciplinary University that is continuously expanding its infrastructure across a 200+ acre campus at Balapar, Gorakhpur. The University offers Higher Education across diverse fields, including Medicine, Ayurveda, Pharmacy, Nursing, Agriculture, Allied Health Sciences, and Management & Commerce. Additionally, the campus is home to a upcoming state-of-the-art multi-specialty hospital which will provide 1,800 beds high-quality healthcare services to the community in and around the region, along with two functional multispecialty hospitals with 650+ Bed (Gorakhnath Chikitsalaya) and 300+ Bed (Mahayogi Gorakhnath Chikitsalaya) both at Gorakhpur.

Mahayogi Gorakhnath University, Gorakhpur invites applications from qualified and dedicated academicians for **University Guest House**.

Post: Guest House In-charge

No. of Post: 01

Essential Qualifications and Skills:

- Bachelor's Degree from a recognized University. Candidates with a Degree/Diploma in Hotel Management or Hospitality Management will be preferred.
- Minimum 01 year of experience in managing a Guest House, Institutional Accommodation, or Hospitality Establishment.

Desirable Qualifications and Skills:

- Proficiency in computer applications (MS Office, e-mail, and record management).
- Good communication, interpersonal, and customer service skills with a soft-spoken and courteous demeanor.
- Experience in handling guest bookings, housekeeping, inventory, and administrative records.
- Ability to supervise housekeeping, maintenance, and support staff.
- Knowledge of safety, security, and hospitality protocols.
- Ability to work independently and handle emergency situations efficiently.

Responsibility:

- Oversee the overall administration and smooth functioning of the University Guest House.
- Manage guest room bookings, allotment, and check-in/check-out procedures.
- Ensure proper upkeep, cleanliness, maintenance, and readiness of the Guest House.
- Maintain guest registers, booking records, stock registers, and other official records.
- Coordinate with University departments for guest accommodation and official visits.
- Ensure the availability of essential amenities and monitor the maintenance of Guest House facilities.
- Perform any other duties assigned by the University Administration from time to time.

Remuneration:

- Salary shall be commensurate with qualification, skills and experience as per University rules.

Application Process:

Eligible candidates may send their detailed resume along with supporting documents and a cover letter to hr.head@mgug.ac.in on or before **20th August, 2026**. Shortlisted candidates will be called for interview.

Subject of Email: *Application for Guest House In-Charge*

Note: The University reserves the right: (i) To fill or not to fill any or all the posts advertised for any reasons whatsoever. If any vacancy arises after a particular post is filled, the vacancy shall be advertised. (ii) To withdraw the advertisement, either partly or wholly, at any time without assigning any reason.

