



SHRI MATA VAISHNO DEVI UNIVERSITY
Kakryal, Katra – 182320 (J&K)
(Ranked among top 100 Engineering Institutions and among top 150
Universities in the NIRF 2018 ranking of MHRD, Gol.)

RECRUITMENT

Shri Mata Vaishno Devi University (SMVDU) invites applications from well qualified and experienced candidates for the following Teaching as well as Non-Teaching positions :-

TEACHING			
1	Professor	Schools of Electrical Eng., Civil Engg., Computer Science & Engg., Languages & Literature [English], and School of Biotechnology	
2	Associate Professor	Architecture, Languages & Literature [English], and Economics.	
3	Assistant Professor	Languages & Literature [English]	
NON-TEACHING			
4	Deputy Registrar	13	Accounts Assistant
5	Deputy Finance Officer	14	Laboratory Assistant (ECE)
6	Network Administrator	15	Laboratory Assistant (Mechanical Engineering)
7	Security Officer	16	Laboratory Assistant (Energy Management)
8	Section Officer	17	Laboratory Assistant (CSE/ Language Lab/Mathematics)
9	Senior Technical Assistant (Mechanical Engineering)	18	Laboratory Assistant (Electrical Engineering)
10	Assistant Security Officer	19	Laboratory Assistant (Civil Engineering)
11	Assistant Training & Placement Officer	20	Physical Training Instructor / Sports Coach (Male / Female)
12	Technical Assistant (ECE)	21	Office Assistant

- For S.No. 6 to 19, Candidates who have applied for these posts against advertisements issued earlier need not apply again. However, they may update their applications, relating to enhanced qualification & experience gained, if any.
- Salary as per 7th CPC Norms. Besides this, Faculty are paid Performance linked reward @ 10% of the Basic Pay per month subject to their satisfying criteria formulated by AC and are also eligible for Children education Allowance as per Central Govt. Norms.
- For details visit our website: www.smvdu.ac.in.
- The last date for receipt of applications complete in all respects is 14th Sept'18.**

No. SMVDU/Adm./Estt./18/Rect./6 of 2018/6395
Dated: 21st August, 2018

Sd/-
Registrar

CONDITIONS OF EMPLOYMENT FOR FACULTY POSITIONS:

1. Pay Band (Regular):

Professor: Pay Band of ` . 37400-67000, with AGP of ` .10000/-, with entry pay of ` .1,44,200/- as per 7th CPC.

Associate Professor: Pay Band of ` . 37400-67000, with AGP of ` .9000/-, with entry pay of ` .1,31,400/- as per 7th CPC.

Assistant Professor: Pay Band of ` . 15600-39100, with AGP of ` .6000/-, with entry pay of ` .57,700/- as per 7th CPC.

- ### **2. Contractual [for Senior Faculty only]:** Such Faculty shall be appointed at Professor Level on last pay drawn basis (basic + DA) upto the age of 70 years without deducting pension (if any) drawn by them provided those engaged have exceptional merit. Such appointments shall initially be of 2 years and may be considered for further extension of 02 or 03 years based on the contributions made by the appointee. The Faculty so appointed shall also be eligible for annual increment @ 7% in the emoluments drawn by them.
- ### **3. Pension Portability [for Senior Faculty only]:** Pension contribution shall be reimbursed to Professors who may be entitled to pensionary benefits in their parent organizations in case they come to SMVDU on deputation or else they are appointed as fresh candidates but retain their lien in their parent organizations. However, Pension contribution in such cases will be applicable only for the duration of the period their parent organization retains their lien. In case of their permanent absorption in the SMVD University, they would be entitled to CPF/EPF at par with other faculty of the University, w.e.f. the date of discontinuation of their lien in the previous organization.
- ### **4. Regulatory Bodies:** The Faculty positions in the School of Computer Science & Engineering, Electrical Engineering, and Civil Engineering, shall be governed by AICTE norms. The Faculty positions in the School of Architecture & Landscape Design shall be governed by CoA norms.

GENERAL CONDITIONS [For Faculty Positions]:

- 1. The shortlisting/selection shall be done strictly in accordance with the Orders dated: 03.11.2017 of the Hon'ble Supreme Court of India, in the case of Orissa Lift Irrigation Corp. Ltd. Vs Rabi Sankar Patro & Ors. and the subsequent Public Notices issued vide no. F.No.4-4/2017 (DEB-I) dated: 22nd November 2017, by the UGC, and Public Notice vide no. Advt. No. P&AP/11(03)2017, dated: 2nd December 2017 issued by AICTE in this regard.**
- 2. Shortlisting for Faculty Positions in Engineering Schools shall be done in accordance with AICTE notification issued vide no. F. No. 27/RIFD/Pay/01/2017 – 18, dated: 28th April 2017 w.r.t Major / Core Branch of Engineering / Technology and their relevant / appropriate courses leading to degree in Engineering / Technology for recruitment to teaching positions.**
- 3. Candidates applying for Faculty positions of Professor & Associate Professor, must enclose a detailed academic profile including the following information: -**
 - a) PBAS formats duly filled in the prescribed format as available on the University website [Separate for UGC & AICTE regulatory bodies] along with detailed advertisement. Each Academic Performance Indicator (API) score must be supported by the documentary evidence which should be objectively verifiable, without which no claim on account of API score would be entertained. The format is available on the University Website: www.smvdu.ac.in.**
 - b) Date of their admission in Ph.D. Degree course and date of award of Ph.D. Degree. Please mention whether course work has been completed as part of Ph.D. Degree or not.**

- c) Attach Five copies of latest Bio-data, along with copies of publications along with application form.
 - d) Details of publications chronologically giving details of: Names of authors, title of the Research Paper, name of the Journal/Books/Conference, Volume No./ proceedings, pages, year of publication, ISSN/ISBN, sole-author/co-authors/joint publication, refereed/non-refereed, indexed/non-indexed and local/National/International status etc. in Journals and Conferences. These details shall be enclosed with documentary evidence to be used to verify the API claim. Such documents shall be required to be produced at the time of interview.
 - e) Attach copies of best Refereed Journal papers (in full) in your opinion (five for Professor and three for Associate Professor) after you were placed in Assistant Professor Stage 2.
 - f) Details of Awards, patents, prizes etc. nature and name of Prize/Award, Name of the patent, year and details about the patent etc.
 - g) Details of Research guidance (Ph.D. /M.S. / M.Tech. /M.Sc./M.Phil.): Research degree name of the scholar, title of thesis, year of award, co-guide, if any, etc.
 - h) Details of research/consultancy projects carried out: Title of the project, duration, sponsor, value, co-investigators, if any, etc.
 - i) Other activities: Text books and Monographs written with publication details, Continuing Education Programmes / Conferences organized.
 - j) A brief write up on their chosen area of research and their future vision for the same
 - k) Any other relevant but brief information on your academic standing.
4. Candidates who have been awarded Ph.D. from foreign Universities should enclose “Equivalence Certificates”, issued by the Association of Indian Universities, New Delhi, without which their candidature will not be considered and application will be rejected.
 5. The medium of instruction in the University is English.
 6. The recruitment to the advertised posts shall be carried out in accordance with the guidelines of the relevant regulatory authority.
 7. It will be open to the University to consider, on its own, names of suitable candidates who might have not applied. Candidates shall not claim it as a right.
 8. It is made clear to all applicants that the University’s “Applications Short-listing Committee” will decide the short-listing criteria which may be much higher than the Minimum Eligibility Criteria laid down by the regulatory bodies.
 9. The eligibility of the applicants shall be considered as on their date of application.
 10. The Selection Committee reserves the right to relax criteria of eligibility in qualification and experience in case of highly deserving candidates or in exceptional cases.
 11. University reserve the right to withdraw any advertised post at any time without assigning any reason thereof. The right is also reserved with the University either to fill or not to fill the post and its decision in this regard shall be final. The University may also increase or decrease number of advertised posts without prior notice.
 12. The University reserves its right to place reasonable limit on the total number of candidates to be called for interview. Fulfilment of essential qualifications *per se* does not entitle a candidate to be called for interview.
 13. Higher initial pay may be given to exceptionally qualified and deserving candidates.
 14. Separate application should be submitted for each post applied for.
 15. Any change of address (permanent/correspondence) given in the application form should at once be communicated to the University.
 16. The applicants are advised to list their proposed, ongoing and completed research projects and write a short paragraph on the teaching philosophy and strategy they plan to pursue.

17. Persons serving in central/state governments, autonomous bodies (central/state) may be taken on deputation/contract for 02 or more years **or** upto the age of superannuation, whichever is earlier.
18. The applicants serving in Government / Semi Government organization /Public Sector Undertaking / Autonomous organizations / Universities / Educational / Research Institutions must send their applications **“Through Proper Channel”**. The applications received without the recommendations of the employer will not be considered. However, an advance copy of application may be sent followed by the original through proper channel.
19. In case of in-service candidates from private sector, acceptance of resignation and relieving letter from the employer at the time of joining must be submitted.
20. The age of superannuation for all the posts shall be as per UGC / AICTE norms.
21. If the space provided in the application form is insufficient, information may be given on a separate sheet duly signed by the candidate and the same may be attached with the application form.
22. Candidates are advised to attach a duly signed list of enclosures with the application form.
23. Candidates shall have to produce original documents for verification purposes at the time of appearing in interview.
24. Before applying for a post, candidates are advised to satisfy themselves about their eligibility.
25. Canvassing in any form may lead to cancellation of candidature.
26. The University shall verify the antecedents / documents submitted by the candidates at the time of appointment or any time during the tenure of the service. In case, it is detected that the documents submitted are fake or the candidate has a clandestine/background and has suppressed the said information, his / her services shall be terminated forthwith.
27. The University may draw reserve panel (s) against possible vacancies in future.
28. Incomplete applications / applications received without application fee and those received after due date, if prescribed, shall be liable to be summarily rejected without notice. However, University reserves the right to consider the applications received after such last date. In case the last date fixed for receiving the applications is declared a holiday, next working day shall be deemed to be the last date for receiving the forms.
29. Candidates in their own interest are advised to remain in touch with the university website www.smvdu.ac.in . They should also check their e-mail account for updates
30. SMVDU reserves the right to reject any application without assigning any reason thereof.No interim queries in this regard shall be entertained at any stage.
31. In case of any disputes /suits or legal proceedings against the University, the jurisdiction shall be confined to the court of Jammu and Reasi Districts only.
32. The University shall not be responsible for any postal delays.
33. Only shortlisted candidates, who have been awarded Ph.D. Degree & are called for interview, will be reimbursed maximum “to and fro” 2nd AC [Professor, Associate Professor] or 3rd AC [Assistant Professor] train fare by the shortest route from their place of work/residence (city), whichever is nearer.
34. Application Form should be accompanied with application fee in the form of a **DD of ` .500/-** drawn in favour of ‘Registrar, SMVDU’, payable at Katra/Kakryal /Jammu. **However, no application Fee is payable for Ph.D. qualified candidates.**
35. Application forms duly filled accompanied with self attested copies of Date of birth, qualification / experience certificates issued by the Competent Authority, requisite fee (if applicable) and PBAS format should be submitted to the office of **The Registrar, Shri Mata Vaishno Devi University, Kakryal, Katra–182 320 (J&K)** to be sent by Registered / Speed Post only and not through courier service. The envelope containing the application form should be super-scribed with

Name of the Post Applied For:

Name of the School:

Advertisement No. & date:

Application forms complete in all respects should reach the Registrar's office latest **by 14th Sept'2018 through Registered / Speed Post ONLY.**

-Sd/-
Registrar

GENERAL CONDITIONS [For Non-Teaching Positions]:

1. The shortlisting/selection shall be done strictly in accordance with the Orders dated: 03.11.2017 of the Hon'ble Supreme Court of India, in the case of Orissa Lift Irrigation Corp. Ltd. Vs Rabi Sankar Patro & Ors. and the subsequent Public Notices issued vide no. F.No.4-4/2017 (DEB-I) dated: 22nd November 2017, by the UGC, and Public Notice vide no. Advt. No. P&AP/11(03)2017, dated: 2nd December 2017 issued by AICTE in this regard.
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3. The medium of instruction in the University is English.
4. The recruitment to the advertised posts shall be carried out in accordance with the guidelines of the relevant regulatory authority.
5. It will be open to the University to consider, on its own, names of suitable candidates who might have not applied. Candidates shall not claim it as a right.
6. It is made clear to all applicants that the University's "Applications Short-listing Committee" will decide the short-listing criteria which may be much higher than the Minimum Eligibility Criteria laid down by the regulatory bodies.
7. The eligibility of the applicants shall be considered as on their date of application.
8. The Selection Committee reserves the right to relax criteria of eligibility in qualification and experience in case of highly deserving candidates or in exceptional cases.
9. University reserve the right to withdraw any advertised post at any time without assigning any reason thereof. The right is also reserved with the University either to fill or not to fill the post and its decision in this regard shall be final. The University may also increase or decrease number of advertised posts without prior notice.
10. The University reserves its right to place reasonable limit on the total number of candidates to be called for interview. Fulfilment of essential qualifications *per se* does not entitle a candidate to be called for interview.
11. Higher initial pay may be given to exceptionally qualified and deserving candidates.
12. Separate application should be submitted for each post applied for.
13. Any change of address (permanent/correspondence) given in the application form should at once be communicated to the University.
14. The applicants are advised to list their proposed, ongoing and completed research projects and write a short paragraph on the teaching philosophy and strategy they plan to pursue.
15. Persons serving in central/state governments, autonomous bodies (central/state) may be taken on deputation/contract for 02 or more years or upto the age of superannuation, whichever is earlier.
16. The applicants serving in Government / Semi Government organization /Public Sector Undertaking / Autonomous organizations / Universities / Educational / Research Institutions must send their applications

“Through Proper Channel”. The applications received without the recommendations of the employer will not be considered. However, an advance copy of application may be sent followed by the original through proper channel.

17. In case of in-service candidates from private sector, acceptance of resignation and relieving letter from the employer at the time of joining must be submitted.
18. If the space provided in the application form is insufficient, information may be given on a separate sheet duly signed by the candidate and the same may be attached with the application form.
19. Candidates are advised to attach a duly signed list of enclosures with the application form.
20. Candidates shall have to produce original documents for verification purposes at the time of appearing in interview.
21. Before applying for a post, candidates are advised to satisfy themselves about their eligibility.
22. Canvassing in any form may lead to cancellation of candidature.
23. The University shall verify the antecedents / documents submitted by the candidates at the time of appointment or any time during the tenure of the service. In case, it is detected that the documents submitted are fake or the candidate has a clandestine/background and has suppressed the said information, his / her services shall be terminated forthwith.
24. The University may draw reserve panel (s) against possible vacancies in future.
25. Incomplete applications / applications received without application fee and those received after due date, if prescribed, shall be liable to be summarily rejected without notice. However, University reserves the right to consider the applications received after such last date. In case the last date fixed for receiving the applications is declared a holiday, next working day shall be deemed to be the last date for receiving the forms.
26. Candidates in their own interest are advised to remain in touch with the university website www.smvdu.ac.in . They should also check their e-mail account for updates
27. SMVDU reserves the right to reject any application without assigning any reason thereof.No interim queries in this regard shall be entertained at any stage.
28. In case of any disputes /suits or legal proceedings against the University, the jurisdiction shall be confined to the court of Jammu and Reasi Districts only.
29. The University shall not be responsible for any postal delays.
30. No TA / DA shall be provided for attending the interview, for any Non-Teaching Positions.
31. Application Form should be accompanied with application fee in the form of a **DD of ` .500/-** drawn in favour of ‘Registrar, SMVDU’, payable at Katra/Kakryal /Jammu.
32. Application forms duly filled accompanied with self attested copies of Date of birth, qualification / experience certificates issued by the Competent Authority, and requisite fee, should be submitted to the office of **The Registrar, Shri Mata Vaishno Devi University, Kakryal, Katra–182 320 (J&K)** to be sent by Registered / Speed Post only and not through courier service. The envelope containing the application form should be super-scribed with

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-Sd/-
Registrar

Minimum Qualifications and Experience

1. FOR THE POST OF PROFESSOR

I. School of Computer Science & Engineering, Electrical Engineering and Civil Engineering:

1. (A). Academic Qualification:
 - a). B.E. / B.Tech. and M.E. / M.Tech. in relevant branch with First Class or equivalent either in B.E. / B.Tech. and M.E. / M.Tech.
 - b). Ph.D., in appropriate discipline. Post Ph.D. publications and guiding Ph.D. students is highly desirable.
2. Work Experience:

Minimum of 10 years of experience in teaching / research / industrial experience of which at least five years should be at the level of Associate Professor.

Or

Minimum of 13 years of experience in teaching and / or research and / or industry.
3. In case of research experience, good academic record and books / research paper publications / IPR / Patents record shall be required as deemed fit by the expert members of the selection committee.
4. If the experience in industry is considered, the same shall be at managerial level equivalent to Associate Professor with active participation record in devising / designing, planning, executing, analyzing, quality control, innovating, training, technical books / research paper publications / IPR / Patents, etc. as deemed fit by the members of the Selection Committee.
5. A consolidated API score of 400 from category III, as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in the AICTE regulations of 2012, as per format attached.

II. School of Biotechnology and Languages & Literature[English]:

- (A). Essential:
1. An eminent scholar with Ph.D. qualification(s) in the concerned/allied/relevant discipline and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 publications as books and/or research/policy papers.
 2. A minimum of ten years of teaching experience in university/college, and/or experience in research at the University/National level institutions/industries, with minimum 05 years at the level of Associate Professor or equivalent, including experience of guiding candidates for research at doctoral level.
 3. Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process.

4. A consolidated score of 400 points from category II & III as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in the revised regulations of UGC 2016 (4th Amendment), as per format attached.

OR

- (B).
 1. An outstanding professional, with established reputation in the relevant field, who has made significant contributions to the knowledge in the concerned/allied/relevant discipline, to be substantiated by credentials.
 2. A consolidated score of 400 points from category II & III as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in the revised regulations of UGC 2016 (4th Amendment), as per format attached.

2. FOR THE POST OF ASSOCIATE PROFESSOR

I. School of Economics and Languages & Literature [English]:

- (A). Good academic record with a Ph.D. Degree in the concerned / allied / relevant disciplines.
- (B). A Master's Degree, with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed).
- (C). A minimum of eight years of experience of teaching and/or research in an academic / research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution / industry excluding the period of Ph.D. research with evidence of published work and a minimum of 5 publications as books and / or research / policy papers.
- (D). Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process with evidence of having guided doctoral candidates and research students.
- (E). A consolidated score of 300 points from category II & III as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in the revised regulations of UGC 2016 (4th Amendment), as per format attached.

II. School of Architecture and Landscape Design

1. Academic Qualification:

- a). First Class Bachelor's Degree in Architecture AND Master's Degree in Architecture or equivalent, OR Bachelor's Degree in Architecture AND First Class Master's Degree in Architecture or equivalent.
- b). Ph.D. in Architecture.

2. Work Experience:

Eight years of Teaching experience excluding time period for acquisition of PG/Ph.D. qualifications.

OR

Eight years of practice / research experience out of which – three years teaching experience as Visiting Teacher.

3. Only candidates registered with Council of Architecture (COA) under the provisions of the Architects Act, 1972 shall be eligible.
4. Desirable: Having attended seminars/ conferences [at least 3] at national or international level, Q.I.P.s (short-term courses) of total 08 weeks duration, research publications [minimum 03 papers], books, articles, etc. published. Significant contribution to teaching/academic environment /institutional corporate life. Adequate Extension and field outreach activities. Development of course material/Monographs. Participation in Continuing Education Program.

3. FOR THE POST OF ASSISTANT PROFESSOR

I. Schools of Languages and Literature [English]:

- (A). Good academic record, with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level in a relevant subject from an Indian University, or an equivalent degree from an accredited foreign university.
- (B). Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.
- (C). Notwithstanding anything contained in point (A) and (B) to this Clause, candidates who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions.
- (D). NET/SLET/SET shall not be required for such Masters programme in disciplines for which NET/SLET/SET is not conducted.
- (E). "Provided further, the award of degree to candidates registered for the M.Phil. / Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bylaws/Regulations of the Institutions awarding the degree and the Ph.D. Candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfilment of the following conditions:-
 - a) Ph.D. degree of the candidate awarded in regular mode only;
 - b) Evaluation of the Ph.D. thesis by at least two external examiners;

- c) Open Ph.D. viva voce of the candidate had been conducted;
- d) Candidate has published two research papers from his/her Ph.D. work out of which at least one must be in a refereed journal;
- e) Candidate has made at least two presentations in conferences/seminars, based on his/her Ph.D work.

(a) to (e) as above shall be certified by the Vice-Chancellor/Pro-Vice-Chancellor/Dean (Academic Affairs) / Dean (University instructions).”* *As per UGC 2016 Regulations (4th Amendment).*

NON-TEACHING POSITIONS

4. Deputy Registrar : (PB of Rs. 15600-39100 with GP of Rs. 7600/-)

- a) Master’s Degree with a minimum of 55% marks or an equivalent in grade in a point scale wherever grading system is followed.
- b) A Degree or Diploma in Management Systems/ Computer Applications of at least 06 months duration.
- c) 09 years of experience as Assistant professor in the Academic Level 10 and above with experience in educational administration, or comparable experience in research establishment and/ or other institutions of higher education, or 5 years of administrative experience as Assistant Registrar [GP- Rs.5400/-] or in an equivalent post.
- d) **Desirable** : Those who have worked in the Universities, Academic Institutions, IIT’s, IIM’s, etc. would be preferred.

5. Deputy Finance Officer : (PB of Rs. 15600-39100 with GP of Rs. 7600/-)

- a) Master’s Degree in with a minimum of 55% marks or an equivalent in grade in a point scale wherever grading system is followed.
- b) A Degree or Diploma in Management Systems/ Computer Applications of at least 06 months duration.
- c) 09 years of experience as Assistant professor in the Academic Level 10 and above with experience in financial administration, or comparable experience in research establishment and/ or other institutions of higher education, or 5 years of administrative experience as Assistant Registrar (finance) [GP- Rs.5400/-] or in equivalent post.
- d) **Desirable** : Those who have worked in the Universities, Academic Institutions, IIT’s, IIM’s, etc. would be preferred.

6. Network Administrator: (Pay Band of Rs. 15600-39100 GP-5400/-)

- a) M.Tech. / M.E. in Computer Science & Engineering, Electronics & Communication Engineering & Information Technology/Computer Applications with minimum 2nd Class or equivalent in grade point average having CCNP / MCSE / RHCE certifications & also having experience of handling the servers.
- b) 05 years of experience in handling Networks of large enterprise/Universities/Institutions in the immediate lower Pay Band of Rs. 9300-34800 with Grade Pay of Rs. 4220/- or equivalent.
- c) **Desirable** : The preference will be given to the candidates having exposure in Data centre applications, Service deployment like (Qmail, Web, PDC on Linux platform) and also having experience in Network Design and Management

7. Security Officer:- (Pay Band of Rs. 9300-34800 with GP of Rs. 5400/-)

- a) A Post-graduate Degree with a minimum 2nd class or equivalent in grade point average with adequate expertise in Computer Application.
- b) A Degree or Diploma in Management Systems/ Computer Applications of at least 06 months duration.
- c) Communication skills both oral and written.
- d) Minimum 05 years of experience at the level of Assistant Security Officer or equivalent in a large Educational or other Government Organization or recognized corporate house.
- e) Ability to provide leadership and guidance to team of security staff working with him/her.
- f) Ex-Serviceman of the rank of Captain / Ex-Police Personnel of the rank of Deputy Superintendent of Police may also apply.

8. Section Officer: (PB of Rs. 9300-34800 with GP of Rs. 4600/-)

- a) A Master's Degree with a minimum 2nd class or equivalent in grade point average.
- b) A Degree or Diploma in Management Systems/ Computer Applications of at least 06 months duration.
- c) Experience of 02-03 years in academic administration/personal administration/general administration in immediately lower position in PB 1 with Grade Pay of Rs.2800/- and above.
- d) **Desirable** : Those who have worked in the Universities, Academic Institutions, IIT's, IIM's, etc. would be preferred.

9. Senior Technical Assistant (Mechanical Engg.) : (Pay Band of Rs. 9300- 34800 with GP Rs. 4600/-)

- a) A Master's Degree in Mechanical Engineering with a minimum 2nd class or equivalent in grade point average.
- b) A Degree or Diploma or certificate in Management Systems/Computers Applications.
- c) Experience of 02-03 years in the relevant field.
- d) **Desirable** : Those who have exposure (programming & operation) of working on high-end machining processes like CNC/FMS & worked in the Universities, Academic Institutions, IIT's, IIM's, etc. would be preferred.

10. Assistant Security Officer : (Pay Band of Rs. 9300-34800 GP-4280/-)

- a) A Master's degree with a minimum 2nd class or equivalent in grade point average.
- b) Degree/Diploma or Certificate in Computer Applications/Management Systems.
- c) Communication skills both oral & written
- d) Experience of 05 years in Security related administration in an organization of repute.
- e) Ability to provide leadership and guidance to team of security staff working with him/her.
- f) **Desirable**: Those who have experience of working in Universities, Academic Institutions, IITs, IIMs, etc. would be preferred.

11. Assistant Training & Placement Officer: (PB of Rs. 9300-34800 with GP of Rs. 4280/-)

- a) A Masters Degree with a minimum 2nd class or equivalent in grade point average.
- b) A Degree or Diploma or Certificate in Management Systems/Computer Applications.
- c) Experience of 02-03 years in the relevant field.

d) **Desirable** : Those who have worked in the Universities, Academic Institutions, IIT's, IIM's, etc. would be preferred.

12. Technical Assistant (Electronics & Communication Engg.) : (Pay Band of Rs. 9300-34800 with GP Rs. 4220/-)

- a) A Master's degree in the relevant field with a minimum 2nd class or equivalent in grade point average.
- b) A Degree or Diploma or certificate in Management Systems/Computers Applications.
- c) Experience of 02-03 years in the relevant field.
- d) **Desirable** : Those who have worked in the Universities, Academic Institutions, IIT's, IIM's, etc. would be preferred.

13. Accounts Assistant : (Pay Band of Rs. 5200-20200 with GP of Rs. 2800/-)

- a) At least 2nd Class Bachelor's degree in Commerce or equivalent in grade point average.
- b) A Degree or Diploma in Management Systems / Computer Applications of at least 06 months duration.
- c) Experience of 01-03 years in the relevant field.
- d) **Desirable** : Master's Degree in Commerce shall be preferred

14. Laboratory Assistant (Electronics & Communication Engineering) (Pay Band of Rs. 5200-20200 with GP Rs. 2800/-)

- a) At least 2nd Class B.E/B.Tech. degree in the relevant field or equivalent in grade point average.
- b) A Degree or Diploma in Management Systems/Computer Applications.
- c) Experience of 01-03 years in the relevant field.
- Desirable** : Master's degree shall be preferred.

15. Laboratory Assistant (Mechanical Engineering) (Pay Band of Rs. 5200-20200 with GP Rs. 2800/-)

- a) At least 2nd Class B.E/B.Tech degree in the relevant field or equivalent in grade point average.
- b) A Degree or Diploma in Management Systems/ Computer Applications.
- c) Experience of 01-03 years in the relevant branch of Engineering.
- Desirable** : Master's degree shall be preferred.

16. Laboratory Assistant (Energy Management) (Pay Band of Rs. 5200-20200 with GP Rs. 2800/-)

- a) At least 2nd Class B.E/B.Tech. degree in relevant field or equivalent in grade point average.
- b) A Degree or Diploma in Management Systems/ Computer Applications.
- c) Experience of 01-03 years in the relevant branch of Engineering.
- d) **Desirable** : Master's degree shall be preferred.

17. Laboratory Assistant (Computer Science & Engineering/Language Lab / Mathematics) (Pay Band of Rs. 5200-20200 with GP Rs. 2800/-)

- a) At least 2nd Class B.E/B.Tech. degree in the relevant field or equivalent in grade point average or Master's Degree in Computer Applications.
- b) A Degree or Diploma in Management Systems/Computer Applications.

- c) Experience of 01-03 years.
- d) **Desirable** : Master's degree shall be preferred.

18. Laboratory Assistant (Electrical Engineering) (Pay Band of Rs. 5200-20200 with GP Rs. 2800/-)

- a) At least 2nd Class B.E/B.Tech. degree in the relevant field or equivalent in grade point average
- b) A Degree or Diploma in Management Systems/Computer Applications.
- c) Experience of 01-03 years.
- d) **Desirable** : Master's degree shall be preferred.

19. Laboratory Assistant (Civil Engineering) (Pay Band of Rs. 5200-20200 with GP Rs. 2800/-)

- a) At least 2nd Class B.E/B.Tech. degree in the relevant field or equivalent in grade point average
- b) A Degree or Diploma in Management Systems/Computer Applications.
- c) Experience of 01-03 years.
- d) **Desirable** : Master's degree shall be preferred.

20. Physical Instructor/Sports Coach (Male & Female): (@ consolidated salary of Rs.30000/- p.m.)

- a) Bachelor's Degree in Physical Education or Bachelor's Degree in Sports Science with minimum 2nd class or its equivalent in a grade point average.
- b) A Degree or Diploma in Management Systems / Computer Applications of at least 06 months duration.
- c) Work experience of 1-3 years in a similar capacity in a reputed Educational Institutions/University. Alternatively those candidates who have represented/ excelled in any of the outdoor games at National/International level could also apply.
- d) **Desirable** : Master's Degree shall be preferred.

21. Office Assistant : (Pay Band of Rs. 5200-20200 with GP of Rs. 2800/-)

- a) At least 2nd Class Bachelor's degree in any discipline or equivalent in grade point average.
- b) A Degree or Diploma in Management Systems / Computer Applications of at least 06 months duration.
- c) Experience of 01-03 years in the relevant field.
- d) **Desirable** : Master's Degree shall be preferred

It may please be noted that for Sr. No. 7, 9, 10, 12, 14 to 19, those having an engineering degree shall be exempted from the requirement of diploma / certificate in Management Systems / Computer Applications as listed above.