

MAHARSHI DAYANAND UNIVERSITY ROHTAK
ADVERTISEMENT NO. 3 /2010

Applications are invited on the prescribed form obtainable from the University Publication Cell on cash payment of Rs. 60/- at counter (Rs.15/- for SC/BC) and Rs.90/- by Registered Post (Rs.45/- for SC/BC) for the following budgeted posts:

I. For the University Campus at Rohtak
Budgeted Teaching Posts:

Sr. No.	Department (Course)	Name of the Posts	No. of Posts
1.	Environmental Science: Specialization: M.Sc. Biotechnology/ Environmental Science with Ph.D. in Environmental Biotechnology or the same should be evidenced by the research publication.	Lecturer	02(UR-1, SC-1)
2.	Commerce: Specialization: Computer Applications in Business, Quantitative Techniques and Operations Research, Accounting and Finance.	Lecturer	03(UR)

Teaching Posts under Self Financing Scheme:

Sr. No.	Name of Institute	Name of Post	No. of Post	Remarks
3.	University Institute of Engineering & Technology			
	Chemistry:	Lecturer	01(UR)	**“Temporary but likely to continue”
	Biotechnology	Lecturer	04 (UR-3, SC-1)	**“To be continued.”

Budgeted Non-Teaching Posts

Sr. No.	Name of Post	No. of Post
4.	Controller of Examinations	01 (UR)
5.	Finance Officer	01 (UR)
6.	Assistant Registrar	01 (UR)

7.	Steno-Typist (English)	23 (UR-01, SC-10, BC-B-02, PH-01 and ESM-09 (UR-04, SC-01, BC-A-02, BC-B-02).
8.	Animal Attendant (For the Department of Zoology)	01 (UR)

II.For Post Graduate Regional Centre, Meerpur (Rewari)

Budgeted Teaching Posts:

Sr. No.	Department (Course)	Name of the Posts	No. of Posts
9.	Management Specialization: Finance/ HRM / Information Technology / Quantitative Techniques / Economics / Marketing	Lecturer	03(UR)
10.	Computer Science & Applications	Lecturer	03(UR)
11.	Commerce M.Com (2 - Yr.) M.Com.(5-Yr.- Integrated Programme) Specialization: Computer Applications in Business/ Quantitative Techniques and Operations Research/ Accounting and Finance. P.G.Diploma in Retail Management Specialization: Marketing Management / Economics and International Business	Lecturer Lecturer Lecturer	02 (UR) 03(UR-2, SC-1) 02(UR)
12.	History Specialization: Modern History	Lecturer	01(UR)
13.	Mathematics Specialization: Applied Mathematics-02 Pure Mathematics-02	Lecturer	04(UR-3, SC-1)
14.	Economics Specialization: Public Economics-01 International Economics-01	Lecturer	02(UR)
15.	English	Lecturer	01(UR)

Budgeted Non Teaching posts:

Sr. No.	Name of Post	No. of Post
16.	Programmer	01 (UR)
17.	Accounts Officer	01(UR)
18.	Assistant	02(UR)
19.	Junior Engineer (Civil)	01(UR)

20.	Warden (Female)	01(UR)
21.	Hostel Supervisor	02(UR) (one for Girls Hostel and one for Boys Hostel)
22.	Assistant Security Officer	01 (UR)
23.	Data Entry Operator	01(UR)
24.	Sanitary Inspector	01(UR)
25.	Clerk-cum-Typist	03 (UR)
26.	Lab Attendant	01(UR)

One Lecturer in Law (PH) advertised vide Advt. No.1/2010 stands withdrawn. Lecturer designation may also be read as Assistant Professor.

PAY SCALES:

- i) Controller of Examinations - Rs. 37400-67000+ 10000 G.P.
- ii) Finance Officer - Rs. 15600-39100+ 6000 G.P.
- iii) Lecturer/Asstt. Professor - Rs. 15600-39100+6000 G.P.
- iv) Asstt. Registrar - Rs. 15600-39100+ 5400 G.P.
- v) Programmer - Rs. 9300-34800+ 5400 G.P.
- vi) Accounts Officer - Rs. 9300-34800+ 4200 G.P.
- vii) Assistant - Rs. 9300-34800+ 3600 G.P.
- viii) Junior Engineer - Rs. 9300-34800 + 3600 G.P.
- ix) Warden - Rs. 9300-34800 + 3300 G.P.
- x) Hostel Supervisor - Rs. 9300-34800 + 3200 G.P.
- xi) Assistant Security Officer - Rs. 9300-34800 + 3200 G.P.
- xii) Data Entry Operator - Rs, 9300-34800+ 3200 G.P.
- xiii) Sanitary Inspector - Rs. 5200-20200+ 2400 G.P.
- xiv) Steno-Typist (English) - Rs. 5200-20200+1900G.P.+100 S.P.
- xv) Clerk-cum-Typist - Rs. 5200-20200 +1900 G.P.
- xvi) Lab Attendant - Rs. 5200-20200 + 1900 G.P.
- xvii) Animal Attendant - Rs. 4440-7440+ 1300 G.P.

Those possessing prescribed qualifications (and the specialization(s) indicated therewith) as given in the enclosed annexure, alone may apply along with attested copies of testimonials (Matric & onwards) and demand draft of Rs.500/- (Rs.560/- for downloaded form),(Rs.125/- for SC/BC) (Rs.140/- for downloaded form) for the posts at serial No. 1-7 and 9-17, Rs. 300/- (Rs.360/- for downloaded form) for the posts at serial No. 18-26 and Rs.200/- (Rs.260/- for downloaded form), for the post at serial No.8 as application fee, in favour of Finance Officer, M.D.University, Rohtak to the undersigned latest by 20.8.2010.

A relaxation of 5% marks at Master's level to SC/ST and Physically / Visually handicapped candidates is admissible for the posts of Lecturers required to possess UGC/ State Govt. approved qualifications.

Reservation, where indicated, is applicable only to the residents of Haryana.

Lecturers working in the Senior Scale/ Selection Grade can also be considered for appointment in the same pay scale.

In the case of interdisciplinary subjects, clear preference at the level of Lecturer will be given to those having Post-Graduate Degree in the concerned subject.

Those who have applied earlier against Advt.No.2/2009 (for the post of Controller of Examinations), Advt.No.3/2009 (for the post of Finance Officer) and Advt.No.1/2010 (for the posts of Lecturers for the Department of Commerce and for PGRC, Meerpur (Rewari) mentioned therein need not apply on the prescribed format, unless required owing to particular specialization mentioned in this advertisement. They may, however, request through an application for consideration of their candidature on the basis of his/her earlier application only if the requirement of the given specialization(s) is met.

Where specializations are mentioned against any post, candidates to be called for interview will be decided by the Screening Committee whose recommendations for one being called (or not called) for interview shall be final. Only those possessing the required specialization(s) and fulfilling the minimum eligibility conditions thus need apply. One's claim for a given specialization must be backed by credible evidence, viz., optional paper(s) at P.G. level, Research degree/ publications, and/or teaching experience.

The University reserves the right to shortlist candidates on the basis of objective criteria.

The number of posts may vary, depending on requirement and availability. Any post here advertised may be withdrawn from being filled up at any time without assigning any reason. Incomplete applications and those received late shall be summarily rejected.

Age: Maximum 50 years, relaxable in special cases by the competent authority.

* Posts shown as "Temporary but likely to continue" are awaiting approval of the State Govt. These posts will be filled as co-terminus with the Course/ Scheme on payment of monthly consolidated salary equal to the total amount at the initial stage in the prescribed pay scale of the posts. Candidate(s) selected and appointed on these posts will be placed in the running pay scale as and when the approval of the Govt. is received and shall be eligible for all benefits under the Scheme.

** Post shown as "To be continued" shall be made in running grade of the post applied for. All other benefits will be available at par with persons appointed against the regular budgeted posts, except pension. This appointment shall be made on the post that stands approved by the Govt. Appointee on this post shall have the benefit of Contributory Provident Fund instead of pension.

All appointments under Self Financing Scheme will be made on such terms and conditions as are approved by the Executive Council from time to time.

The candidates, who are in employment in Govt./Semi Govt./Public undertakings should send their applications through proper channel, or submit No Objection Certificate from their employer.

Abbreviations: U.R.: Unreserved, S.C.: Scheduled Caste, BC: Backward Classes, ESM: Ex-Servicemen, PH: Physically Handicapped.

REGISTRAR



ANNEXURE

Qualifications for various Non-Teaching posts for University

	Name of Posts	Qualifications
	Controller of Examinations	<p>(i) A Master's degree with at least 55% of the marks or its equivalent grade of B in the UGC seven point scale.</p> <p>(ii) At least 15 years of experience as Lecturer (Sr. Scale/Lecturer with eight years in Reader's grade alongwith experience in educational administration).</p> <p style="text-align: center;">OR</p> <p>Comparable experience in research establishment and/or other institutions of higher education.</p> <p style="text-align: center;">OR</p> <p>15 years of administrative experience of which 8 years as Deputy Registrar or on an equivalent post.</p> <p>Preference will be given to those having experience of various functions of conduct of examinations, including evaluation, compilation of result, and declaration thereof, at a large organizational level.</p>
	Finance Officer	<p>i) CA with minimum 7 years experience</p> <p>ii) Candidate should be well-versed in PWD Accounts, Budgeting, Planning, Audit Procedure etc. and</p> <p>iii) Knowledge of Hindi up to Matric.</p>
	Assistant Registrar	Good academic record plus Master's degree with at least 55% of the Marks or its equivalent grade of 'B' in the UGC seven point scale.
	Steno-Typist (English)	<p>Matric Ist Division OR Higher Secondary 2nd Division; OR 10+2 second Division OR 10+2 Vocational 2nd Division OR Intermediate 2nd Division; OR Graduate of a recognized University; OR its equivalent. For Ex-serviceman, Matric only.</p> <p>Knowledge of Hindi/ Sanskrit upto Matric Standard.</p> <p>Qualifies a test in Stenography in English at the speed of 80 W.P.M. and transcription there of on Computer at the speed of 15 W.P.M. (8 % mistakes are allowed).</p>

Criteria for Selection to the post of Steno –Typist.		
a.	Who qualify, test on computer in stenography in English without any mistake. One and half marks for each mistake will be deducted from total marks	Maximum marks 48 marks
b.	Academic Record	25 marks
i)	IIInd Division in BA/B.Sc./B.Com/or equivalent examinations	7 Marks
ii)	IIInd Division in BCA or equivalent.	8 Marks
iii)	M.C.A./P.G.D.C.A./M.Sc. Computer Science or equivalent or any higher examination.	10 Marks
c.	Experience as Steno-Typist in a recognized School/ reputed Institute/University/ Govt. offices/reputed Private Sector duly substantiated by proper certificate from the competent authority (1 mark for each one years' experience)	12 Marks
d.	Interview	15 marks
	Animal Attendant (for the Dept. of Zoology)	Matriculate preferably with two years experience in handling Laboratory Animals.

Qualifications For Various Non-Teaching Posts For P.G.Regional Centre, Meerpur (Rewari)

Programmer	Ist Class Master's degree in Engineering/Technology in Computer Science Engineering OR Bachelor Degree in Computer Science and Engineering NOTE: If M.Tech candidates are not available then B.Tech. candidates can be considered.
Accounts Officer	a)At least 2 nd class Commerce Graduate or a Master Degree in Commerce from a recognized University b) Atleast 12 years experience of working in a University/Education Institution / State Govt./ Research Institution. c) Knowledge of Accounting procedure will be essential. DESIREABLE: SAS or Higher Standard Exam. of University or Chartered Accountancy or Cost Accountancy Exam. from a recognized University or Institution.
Assistant	Bachelor Degree with 5 years experience OR Matriculate/Hr. Sec. with 10 years office experience in the University/examination body.
Junior Engineer(Civil)	He must have passed 3 years National Certificate course in Civil Engineering from recognized Polytechnic/ Institution
Warden(Girls)	Post Graduate with atleast five year experience of Supervising Hostel
Hostel Supervisor	Atleast Graduate, relaxable in case of Ex-servicemen. Ex-servicemen for Girls Hostel must have attained the age of 50 years
Assistant Security Officer	Bachelor's Degree and Good Physique OR Retired JCO of the Indian Army OR Retired S.I./A.S.I. of the Police Desirable: Experience as Security Officer. Maximum age limit is 50 years for retired JCO and retired ASI, other things being equal, sportsman will be preferred.
Data Entry Operator	Graduate with one year P.G. Diploma in Computer Science Application from a recognized University/Govt. of Haryana or equivalent exam. recognized by M.D.University + qualifying test at the speed of 8000 depression per hour in M.S. words.

	Sanitary Inspector	1 ½ year multipurpose health workers training course, 5 years service as MPHW and 6 months promotional training in any Institute approved by the Govt.
	Clerk-cum-typist	<ol style="list-style-type: none"> 1. At least a graduate from a recognized University. 2. Candidates will be required to qualify a written test and a test of working on Computer at the speed of 8000 depressions per hour on M.S. Word.
	Lab. Attendant *	Matric with Science, three years experience in the lower post.

*For the post of Lab. Attendant the candidate having knowledge of Computer will be preferred



ANNEXURE

Qualifications prescribed by the UGC for Lecturers in the faculties of Humanities, Social Sciences, Sciences, Commerce, Education, Physical Education, Foreign Languages, Law & Management.

Good academic record with at least 55% of the marks at the Master's degree level in the relevant subject from an Indian University or an equivalent degree from a Foreign University its equivalent grade of B in the 7 point scale with latter grades O, A, B, C, D, E, & F.

The following subjects/ specializations are covered under the phrase "Relevant Subject" mentioned in the qualifications for the posts of Lecturers in the Faculty of Life Sciences:-

"Zoology / Botany/ Bio-Sciences/ Plant Sciences/ Animal Sciences with Ph.D./ Research work in concerned applied area like Biotechnology/ Biochemistry/Genetics/ Environmental Science etc.

NOTE:

- i) A relaxation of 5% may be provided from 55% to 50% of marks at the Master's level for the SC/ST categories and Physically & Visually handicapped persons.
- ii) B in the 7 point scale with latter grade O, A, B, C, D, E, & F shall be regarded as equivalent of 55% wherever the grading system is followed.
- iii) "NET/SLET shall remain the minimum eligibility condition for recruitment and appointment of Lecturer in Universities/ Colleges/ Institutions.

Provided, however, that candidates who are or have been awarded Ph.D. degree in compliance of the University Grants Commission (minimum standards and procedures for award of Ph.D. degree), Regulation 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET for recruitment and appointment as Assistant Professor or equivalent positions in Universities/ Colleges/ Institutions.

Provided further that the candidates, who have acquired Ph.D. upto 31st May, 2009 shall also be exempted from the requirement of the minimum eligibility condition of NET/SLET for recruitment and appointment to the posts of Lecturers or equivalent positions in Universities/ Colleges/ Institutions.

Provided further that those candidates who have been enrolled for Ph.D. upto 31st May 2009 shall become eligible for exemption from the requirement of the minimum eligibility condition of NET/SLET for recruitment and appointment to the posts of lecturers or equivalent positions in Universities/ College/ Institutions only on acquisition of Ph.D. degree.

NET shall not be required for such Master's programmes in disciplines for which there is no NET".

Additional qualification for the post of Lecturer for the Department of Commerce, M.D.U., Rohtak.

Specialization	Qualification
Computer Applications in Business	M.Com. with P.G.Diploma in Computer Application from a Recognized Institute. OR M.Com. with 'O' level certificate from DOFACC OR An Equivalent Qualification
Quantitative Techniques and Operations Research	M.Com. with P.G. Diploma or Degree in Quantitative Techniques and Operations Research or any Equivalent Qualification.
Accounting and Finance	M.Com. with at least four papers of Accounting and Finance at P.G.level

Criteria for determining good academic record.

For determining good academic record, a candidate should either have average of 55% marks in two of the three examinations (not below Matric or equivalent) prior to Master's Degree or 50% marks in each of these two examinations separately.

Provided that relaxation of 5% marks may be given at the graduation level to the candidates of S.C./S.T. and physically and visually handicapped category candidates.

Provided further that for appointment of teachers in the Departments of Law, Education, Journalism, Library Science/ Library etc. if the applicant has passed two Bachelor Degrees having higher marks may be taken into consideration alongwith Matric and +2 examinations for determining good academic record in their cases.

The following relaxation will however operate:-

i) Candidate having 55% or above marks in M.A./M.Sc. in relevant subject and possessing Ph.D. degree.	The criteria of good academic record will not apply at all.
ii) Candidate having 55% or above marks in M.A./M.Sc. in relevant subject and possessing M.Phil degree.	Should have 50% marks in one of the lower examinations i.e. B.A. Final/ Prep/Plus 2/ Matric. Provided that relaxation of 5% marks may be given at the graduation level to the S.C./S.T. and physically and visually handicapped category candidates.
OR	
Candidates obtaining first Class First in the University in the relevant subject in M.A./M.Sc.	Should have 50% marks in one of the lower examinations i.e. B.A. Final/ Prep/Plus 2/ Matric.

	Provided that relaxation of 5% marks may be given at the graduation level to the S.C./S.T. and physically and visually handicapped category candidates.
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The qualifications as prescribed by the U.G.C./ A.I.C.T.E. / State Govt. from time to time shall be applicable.



QUALIFICATIONS PRESCRIBED BY THE STATE GOVT. FOR LECTURER IN COMPUTER SCIENCE AND APPLICATIONS.

Good academic record with at least 55% marks or an equivalent grade at Master's degree in the Computer Science or an equivalent degree from an Indian/ foreign University.

OR

Good Academic Record with at least 55% marks in Master's degree in Mathematics / Mathematical Statistics / Operations Research / Physics and Post Graduate Diploma in Computer Science of any recognized University or its equivalent (relaxable if the research work of a candidate in Computer Sciences as evident either from his thesis or from his published work is of very high standard).

NOTE:

- i) A relaxation of 5% may be provided from 55% to 50% of marks at the Master's level for the SC/ST categories and Physically & Visually handicapped persons.
- ii) B in the 7 point scale with latter grade O, A, B, C, D, E & F shall be regarded as equivalent of 55% wherever the grading system is followed.
- iii) "NET/SLET shall remain the minimum eligibility condition for recruitment and appointment of Lecturers in Universities/ Colleges/ Institutions.

Provided, however, that candidates who are or have been awarded Ph.D. degree in compliance of the University Grants Commission (minimum standards and procedures for award of Ph.D. degree), Regulation 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET for recruitment and appointment as Assistant Professor or equivalent positions in Universities/ Colleges/ Institutions.

Provided further that the candidates, who have acquired Ph.D. upto 31st May, 2009 shall also be exempted from the requirement of the minimum eligibility condition of NET/SLET for recruitment and appointment to the posts of Lecturers or equivalent positions in Universities/ Colleges/ Institutions.

Provided further that those candidates who have been enrolled for Ph.D. upto 31st May 2009 shall become eligible for exemption from the requirement of the minimum eligibility condition of NET/SLET for recruitment and appointment to the posts of lecturers or equivalent positions in Universities/ Colleges/ Institutions only on acquisition of Ph.D. degree.

NET shall not be required for such Master's programmes in disciplines for which there is no NET".

Criteria for determining good academic record.

For determining good academic record, a candidate should either have average of 55% marks in two of the three examinations (not below Matric or equivalent) prior to Master's Degree or 50% marks in each of these two examinations separately.

Provided that relaxation of 5% marks may be given at the graduation level to the candidates of S.C./S.T. and physically and visually handicapped category candidates.

Provided further that for appointment of teachers in the Departments of Law, Education, Journalism, Library Science/ Library etc. if the applicant has passed two Bachelor Degrees having higher marks may be taken into consideration along with Matric and +2 examinations for determining good academic record in their cases.

The following relaxation will however operate:-

i) Candidate having 55% or above marks in M.A./M.Sc. in relevant subject and possessing Ph.D. degree.	The criteria of good academic record will not apply at all.
ii) Candidate having 55% or above marks in M.A./M.Sc. in relevant subject and possessing M.Phil degree.	Should have 50% marks in one of the lower examinations i.e. B.A. Final/ Prep/Plus 2/ Matric. Provided that relaxation of 5% marks may be given at the graduation level to the S.C./S.T. and physically and visually handicapped category candidates.
OR Candidates obtaining first Class First in the University in the relevant subject in M.A./M.Sc.	Should have 50% marks in one of the lower examinations i.e. B.A. Final/ Prep/Plus 2/ Matric. Provided that relaxation of 5% marks may be given at the graduation level to the S.C./S.T. and physically and visually handicapped category candidates.

The qualifications as prescribed by the U.G.C./ A.I.C.T.E. / State Govt. from time to time shall be applicable.

MINIMUM QUALIFICATION AND EXPERIENCE PRESCRIBED FOR TEACHING POST IN DEGREE LEVEL TECHNICAL INSTITUTION.

ENGINEERING AND TECHNOLOGY (BIOTECHNOLOGY)

SI	CADRE	RECOMMENDATION BY THE EXECUTIVE COMMITTEE OF AICTE
1.	LECTURER QUALIFICATION & EXPERIENCE FOR CANDIDATES FROM TEACHING QUALIFICATION & EXPERIENCE FOR CANDIDATES FROM INDUSTRY & PROFESSION.	<p>First Class Master's Degree in the appropriate branch of Engineering (Engg.) / Technology (Tech.) (No minimum experience required).</p> <p style="text-align: center;">OR</p> <p>First Class Bachelor's degree in the appropriate branch of Engineering/ Technology</p> <p style="text-align: center;">OR</p> <p>Ph.D. in Applied Biological Sciences such as Microbiology, Biochemistry, Genetics, Molecular Biology, Pharmacy, Biophysics.</p> <p>Same as above.</p>