

**MAHARSHI DAYANAND UNIVERSITY ROHTAK**

**ADVT NO.3/2011**

Applications on prescribed form are invited for Indira Gandhi P.G. Regional Centre, Meerpur, Rewari and Directorate of Distance Education from the eligible candidates for the following Teaching and Non-Teaching posts latest by 30<sup>th</sup> Dec., 2011.

**Budgeted Teaching Posts: English:** Assistant Professor-1(UR); **Commerce:** Assistant Professor-17(UR-11, SC-3, BC-2, ESM-1); **Retail Management:** Associate Professor-1 (UR), Assistant Professor-5 (UR-4, SC-1); **History:** Assistant Professor-2 (UR); **Mathematics:** Assistant Professor -4 (UR-3, SC-1); **Management:** Professor-1 (UR), Associate Professor-2 (UR), Assistant Professor-6 (UR-5, SC-1); **Economics:** Professor-1 (UR), Associate Professor-2 (UR), Assistant Professor-4 (UR-3, SC-1); **Computer Science & Applications:** Professor-1 (UR), Associate Professor-3 (UR), Assistant Professor-8(UR-6, SC-2).

**Budgeted Non-Teaching Post:** Librarian-1 (UR); Assistant- 2(UR); Clerk-cum-Jr. Data Entry Operator-3(UR); Data Entry Operator-1(UR); Lab. Attendant- 1(UR); Accounts Officer- 1(UR); Programmer- 1(UR); Sanitary Inspector- 1(UR); Junior Engineer (Civil)- 1(UR); Asstt. Security Officer- 1(UR); Warden (Girls)- 1(UR); Hostel Supervisor (One Girls and One Boys)- 2(UR); Supervisor Youth Welfare- 1(UR); Athletic Coach- 1(UR); Care-Taker- 1(UR).

**Directorate of Distance Education, M.D.University, Rohtak:** Co-Ordinator: 1(UR)

For qualifications, pay scales, procedure for obtaining application form, selection criteria, and other relevant details/ information, please visit University website [www.mdurohtak.ac.in](http://www.mdurohtak.ac.in).

**Corrigendum to Advt.No.2/2011:** It is notified for information of all concerned that the revised specialization for the post of Assistant Professor in Departments of Food Technology and Mathematics (SFS) advertised vide Advt. No. 2/2011 may be read in the university website [www.mdurohtak.ac.in](http://www.mdurohtak.ac.in).

**Last date** for receipt of applications for these two posts will be 30.12.2011. Other conditions will remain unchanged.

REGISTRAR

**MAHARSHI DAYANAND UNIVERSITY ROHTAK**

**ADVERTISEMENT NO. 3/2011**

Applications are invited for Indira Gandhi P.G. Regional Centre, Meerpur, Rewari and Directorate of Distance Education on the prescribed form obtainable from the University Publication Cell on cash payment of Rs.100/- at sale counter (Rs.25/- for SC/BC of Haryana State only) and Rs.130/- by Registered Post (Rs.55/- for SC/BC) by sending demand draft in favour of Finance Officer, M.D.U., Rohtak for the following Teaching and Non-Teaching posts.

**Indira Gandhi P.G. Regional Centre, Meerpur, Rewari**

**Budgeted Teaching Posts:**

<b>Sr. No.</b>	<b>Name of the Depts./ Posts</b>	<b>No. of Posts and Specialization</b>	<b>Pay Scales</b>
<b>Dept. of English</b>			
1.	i) Assistant Professor	1 (UR)	15600-39100+ 6000 AGP.
<b>Dept. of Commerce</b>			
2.	Assistant Professor	17 (UR-11, SC-3, BC-2, ESM-1) Specialization: Computer Applications in Business/ Quantitative Techniques and Operations Research/ Accounting and Finance.	15600-39100+ 6000 AGP.
<b>P.G. Diploma in Retail Management</b>			
3.	Associate Professor	1(UR)	37400-67000+ 9000 AGP.
4.	Assistant Professor	5(UR-4, SC-1) Specialization: Marketing Management/ Economics and International Business	15600-39100+ 6000 AGP.
<b>Dept. of History</b>			
5.	Assistant Professor	2 (UR) Specialization:Modern History-01	15600-39100+ 6000 AGP.

	<b>Dept. of Mathematics</b>		
6.	Assistant Professor	4 (UR-3, SC-1) Specialization: Applied Mathematics-02 Pure Mathematics-02	15600-39100+ 6000 AGP.
	<b>Dept. of Management</b>		
7.	Professor	1 (UR)	37400-67000+ 10000 AGP.
8.	Associate Professor	2 (UR)	37400-67000+ 9000 AGP.
9.	Assistant Professor	6 (UR-5, SC-1) Specialization: Finance/ HRM/ Information Technology/ Quantitative Techniques/ Economics/ Marketing	15600-39100+ 6000 AGP.
	<b>Dept. of Economics</b>		
10.	Professor	1(UR)	37400-67000+ 10000 AGP.
11.	Associate Professor	2(UR)	37400-67000+ 9000 AGP.
12.	Assistant Professor	4(UR-3, SC-1) Specialization: Public Economics-01 International Economics-01	15600-39100+ 6000 AGP.
	<b>Dept. of Computer Science &amp; Applications</b>		
13.	Professor	1(UR)	37400-67000+ 10000 AGP.
14.	Associate Professor	3(UR)	37400-67000+ 9000 AGP.

15.	Assistant Professor	8(UR-6, SC-2)	15600-39100+ 6000 AGP.

**Budgeted Non-Teaching Posts:**

16.	Librarian	1 (UR)	37400-67000+ 10000 GP.
17.	Assistant	2 (UR)	9300-34800+ 3600 GP
18.	Clerk cum Jr. Data Entry Operator	3 (UR)	5200-20200+1900 GP
19.	Data Entry Operator	1(UR)	9300-34800+ 3200 GP
20.	Lab. Attendant	1 (UR)	5200-20200+1900 GP
21.	Accounts Officer	1 (UR)	9300-34800+ 4200 GP
22.	Programmer	1 (UR)	9300-34800+ 5400 GP
23.	Sanitary Inspector	1 (UR)	5200-20200+2400 GP
24.	Junior Engineer (Civil)	1 (UR)	9300-34800+ 3600 GP
25.	Asstt. Security Officer	1 (UR)	9300-34800+ 3200 GP
26.	Warden (Girls)	1 (UR)	9300-34800+ 3300 GP
27.	Hostel Supervisor (one Girls and one Boys)	2 (UR)	9300-34800+ 3200 GP
28.	Supervisor Youth Welfare	1 (UR)	9300-34800+ 3200 GP
29.	Athletic Coach	1 (UR)	9300-34800+ 3300 GP
30.	Care- Taker	1 (UR)	9300-34800+ 2400 GP

**Directorate of Distance Education, M.D.University, Rohtak**

31.	Co-ordinator	1 (UR)	15600-39100+8000 AGP (UGC)
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**Corrigendum to Advt.No.2/2011:** It is notified for information of all concerned that the revised specialization for the post of Assistant Professor in Departments of Food Technology and Mathematics (SFS) advertised vide Advt. No. 2/2011 now be read as under.

**Food Technology:** "M.Sc(Food Technology) with specialization in Food & Industrial Microbiology/ Meat & Meat Products/ Food Biotechnology".

**Mathematics (SFS):** "MCA/M.Tech.(Computer Science) with Mathematics as an elective subject at graduation level (Candidates possessing specialization in Computer Science shall be required to teach Programming in C++, Visual Basics, and Software Engineering/DBMS)".

**Last date** for receipt of applications for these two posts will be upto **30.12.2011**. Other conditions will remain unchanged.

**\*Actual number of appointments may be less depending on the availability of posts.**

Only those possessing prescribed qualifications (and the required specialization(s) wherever indicated), as given in the enclosed annexure, may apply along with attested copies of testimonials of each class of the required/concerned course(s) (from Matric & onwards) and demand draft of Rs.500/- (Rs.150/- for SC/BC) and ( Rs.100/- extra for the form downloaded from the website, if any), for the posts of Serial No. 1 to 16 & 31 and demand draft of Rs.300/- (Rs.75/- for SC/BC) and (Rs.100/- extra for the form downloaded from the website, if any) for the posts of Serial No. 17 to 30 in favour of Finance Officer, M.D.University, Rohtak to the undersigned latest by 30<sup>th</sup> Dec., 2011.

Qualifications for the teaching posts are appended at Annexure- **A**.

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

Reservations, where indicated, are applicable only to the residents of Haryana.

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

In the case of inter-disciplinary subjects, clear preference at the level of Assistant Professor will be given to those having Post-Graduate Degree in the concerned subject, that is, the subject proper which the post is meant for, unless otherwise indicated in any particular case.

Candidates applying for the post of Professor and Associate Professor as per UGC qualifications are required to send seven copies of filled Performance Based Appraisal System (PBAS) proforma (Annexure- **B**) as well as to submit five duly-bound sets of reprints of their five and three major publications, respectively, along with their applications. In the case of Professor, two out of five such publications could be books or research reports.

For Associate Professor, 300 points consolidated API score, and for Professor 400 such points as based on Performance Based Appraisal System (PBAS) shall be needed, which the candidates should calculate and justify on their own, enclosing necessary documentary evidence in support of their claim. Copies of criteria for merit/weightage score in the case of Assistant Professor, as approved by the appointing authority, shall be as enclosed/ appended at Annexure- **C**.

Candidates for the post of Professor can be considered in absentia on the basis of their bio-data, provided a written request is received to the effect. Meritorious candidates may be invited to join professorial (or equivalent) positions with the approval of the competent authority.

Candidates to be called for interview, especially even where specializations are mentioned against any post, will be decided by the Screening Committee whose recommendations for one being called (or not being called) for interview shall be final. Only those possessing the required specialization(s) and fulfilling the minimum eligibility conditions thus need apply.

The requirement of having strict specialization(s) will not be applicable in the case of posts of Assistant Professors reserved for S.C. candidates.

**Only candidates found eligible by the Screening Committee will be called for interview. Those declared ineligible will not be informed of their status being as such. Candidates are thus advised to make sure before applying that they are indeed eligible for a given post both in terms of minimum eligibility conditions and the required specialization attached therewith, if any.**

One's claim for a given specialization must be backed by credible evidence in terms of research publications in peer reviewed Research Journals, and/or teaching experience in the relevant field/specialization for at least five years to be properly certified and authenticated by the appropriate authority/Head of the institution. Applications found lacking in any such respect(s) are liable to be ignored/ rejected

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

That only such candidates who have qualified NET conducted by the UGC or its equivalent (excluding ICAR) will be considered eligible for the post of Asstt. Professor in Computer Science & Applications.

Qualifications for the Non-Teaching posts is appended at Annexure-D.

Qualifications for the post of Co-ordinator, DDE is appended at Annexure – E.

**The Selection Criteria in respect of all those posts where it has not been prescribed will be put on University website by 7<sup>th</sup> Dec. 2011.**

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.

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-Serviceman.

REGISTRAR

**4.0. Qualification prescribed by the UGC for the post of Assistant Professor**

- i National Eligibility Test (NET) shall be compulsory for appointment at the entry level of Assistant Professor, subject to the exemptions to the degree of Ph.D. in respect of those persons obtaining the award through a process of registration, course-work and external evaluation, as have been laid down by the UGC through its regulations, and so adopted by the State Government vide letter no. 7/66-2003 C IV(3) dated 17.07.2009 (Appendix II).
- ii The minimum requirements of a good academic record, 55 % marks (or an equivalent grade in a point scale wherever grading system is followed) at the master's level.
- iii A minimum of 55 % marks (or an equivalent grade in a point scale wherever grading system is followed) will be required at the Master's level for those recruited as teachers at any level from industries and research institutions and at the entry level of Assistant Professor , Assistant Librarians, Assistant Directors of Physical Education and Sports.
- iv. A relaxation of 5 % may be provided at the graduate and master's level for the Scheduled Caste/Scheduled Tribe/Differently-abled (physically and visually differently-abled) categories for the purpose of eligibility and for assessing good academic record during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation o 5 % to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.
- v. A relaxation of 5 % may be provided , from 55 % to 50% of the marks to the Ph..D Degree holders, who have obtained their Master's Degree prior to 19 September, 1991.
- vi Relevant grade which is regarded as equivalent of 55 % wherever the grading system is followed by a recognized University shall also be considered eligible.

From Higher Education Commissioner, Haryana, Panchkula

To

1. All the Principals of Govt./Non Govt. Affiliated College in the State
2. Registrar, M.D. University, Rohtak
3. Registrar, Kurukshetra University, Krukshetra.
4. Registrar, Ch. Devi Lal University, Sirsa.
5. Registrar, Bhagat Phool Singh Vishwavidyala Khanpur Kalan (Sonipat)

Memo. No. 7/66-2003 C-IV (3)

Dated Panchkulla, the 17.07.09

**Subject: Qualification for the appointment of Lecturers/Librarians.**

The State Govt. has considered and approved the draft rules for the qualifications for the appointment of Lecturers/Librarians in substitution to the existing rules as prescribed in Haryana Education (College Cadre) Group-B Service (Amendment ) Rules, 2006. These draft rules have been prepared in accordance with latest Regulations, 2009 No. F.1-1/2002(PS) Exemp dated 01.06.09 of the UGC. The draft rules as approved by the Govt. Are as under :-

“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 procedure 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 31<sup>st</sup> 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 31<sup>st</sup> 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."

The process regarding getting these draft rules notified is under progress with the Govt. It has further been decided that in the meantime, if any lecturer/Librarian/teacher is recruited then it shall be according to the draft rules as mentioned above.

You are requested to take action accordingly.

Haryana  
Panchkula

Under Secretary to Govt. of  
Higher Education Department ,

Endst. No. Even.

Dated Panchkulla, the 17.07.09

A copy is forwarded to the following for information and n/action:

1. PS/CM, PS/EM & PS/FCEL
2. Superintendent Colleges-I/Library/UNP Branch
3. PS/Higher Education Commissioner

Haryana  
Panchkula

Under Secretary to Govt. of  
Higher Education Department ,

## Annexure-B

### **CATEGORY II CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES**

Brief Explanation: Based on the teacher's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. The minimum API required by teachers for eligibility for promotion is 15. a list of items and required scores is given below. It will be noticed that all teachers can earn scores from a number of items, whereas some activities will be carried out only by one or a few teachers. The list of activities is broad enough for the minimum API score required (35) in this category to accrue to all teachers. As before, the self-assessment score should be based on objectively verifiable criteria and will be finalized by the screening/selection committee :

The model table below gives groups of activities and API scores :

Sr. No.	Nature of Activity	Maximum Score
1	Student related co-curricular, extension and field based activities (such as extension work through NSS/NCC and other channels, cultural activities, subject related events, advisement and counseling) with documentary proofs.	20
2	Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities.	15
3	Professional Development activities (such as participation in seminars, conferences, short term, training courses, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III (below)	15
	Minimum API Score Required	

### CATEGORY-iii RESEARCH AND ACADEMIC CONTRIBUTIONS

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API score required by teachers from this category is different for different levels of promotion and between University and colleges. The self-assessment score will be based on verifiable criteria and will be finalized by the screening/ selection committee.

Sr.No.	APIs	Faculties of languages Arts/Humanities/Social Sciences /library/physical education/ Management	Max. points for University and college teacher position
III A	Research papers published in:	Refereed Journals *	15/ publication
		Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers.	10/ publication
		Conference proceedings as full papers, etc. (Abstracts not to be included)	10/ publication
III B	Research Publications (books, chapters in books, other than refereed journal articles)	Text or Reference Books published by international Publishers with an established peer review system	50/sole author, 10/chapter in an edited book.
		Subject Books by / national level publishers/State and Central Govt. Publications with ISBN/ISSN numbers	25/sole author, and 5/chapter in edited books
		Subject Books by other local publishers with ISBN/ISSN numbers.	15/sole number and 3/chapter in edited books
		Chapters contributed to edited knowledge based volumes published by international publishers	10/ Chapter
		Chapters in knowledge based volumes in Indian/National level publishers with ISBN/ISSN numbers and with numbers of national and international directories.	5/ chapter
III (C)			
III (C) (i)	Sponsored Projects carried out/ongoing	Major Projects amount mobilized with grants above 5.0 lakhs	20/each Project
		Major Projects Amount mobilized with minimum of Rs. 3.00 lakhs up to Rs. 5.00 lakh	15/each Project
		Minor Projects (Amount mobilized with grants above Rs. 25,000/- up to Rs. 3.00 lakh)	10/ each Project
III(C) (ii)	Consultancy Projects carried out /ongoing	Amount mobilized with minimum of Rs. 2.0 lakhs	Rs. 10.0 lakhs and Rs. 2.0 lakhs respectively.
(III)(C)(iii)	Completed projects Quality Evaluation	Completed project report (Accepted by funding agency)	20/each major project and 10/each minor project

III (C) (iv)	Projects Outcome / outputs	Major policy document of Govt. Bodies at Central and State Level	30/ each national level output or patent /50 each for international level.
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III(D)			
III (D) (i)	M.Phil	Degree awarded only	3/ each candidate
(III(D)(ii)	Ph.D	Degree awarded	10/ each candidate
III (E)			
III(E) (i)	Refreshers courses, Methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes (Max: 30 points)	(a) Not less than two weeks duration	20/ each
		(b) One week duration	10/ each
III(E)(ii)	Papers in Conferences/Seminars/ workshops etc **	Participation and Presentation of research papers (oral/poster) in	
		(a) international conference	10/ each
		(b) National	7.5 /each
		(c) Regional/State Level	5/ each
		(d) Local-University/College	3/each
III(E) (iv)	Invited lectures or presentations for conferences/ symposia	(a) International	10/each
		(b) National Level	5/ each

\*Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) indexed journals-by 5 points (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact between 5 and 10 by 25 points.

\*\* if a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication (III (a) and not under presentation (III(e)(ii).

#### Notes.

1. It is incumbent on the Universities to prepare and publicize with in six months subject-wise lists of journals periodicals and publishers under categories III(A) and B. till such time,

screening/selection committees will assess and verify the categorization and scores of publications.

2. the API for joint publications will have to be calculated in the following manner; Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding authors/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40 % would be shared equality by all other authors.

**Proforma for consensus scores/weightage to be awarded by the selection committee for the post of Assistant Professor**

Sr.No/App. No.	Name & Father's Name	Academic Record and Research Performance (50%)	Assessment of Domain Knowledge and Teaching Skill (30%)	Interview Performance (20%)	Total Score (3+4+5)	Remarks, if any
1	2	3	4	5	6	7

**Annexure- C**

**CRITERIA/WEIGHTAGE FOR AWARD OF SCORES DRAWN IN THE LIGHT OF THE CRITERIA PROPOSED BY THE U.G.C FOR DIRECT RECRUITMENT OF TEACHERS (AS SUGGESTED ALONGWITH THE NEW PAY SCALES AND OTHER GUIDELINES) FOR THE POST OF ASSISTANT PROFESSOR.**

Total Marks-100

<b>A) Academic Record and Research Performance</b>	<b>50 marks</b>
(i) Academic Record	25 marks
(a) Minimum Academic Qualifications	00 marks
(b) Throughout First Class (3 marks for each 1 <sup>st</sup> Division in Matric, +2, B.A/B.Sc., and M.A./M.Sc.)	12 marks
(c) 1 <sup>st</sup> Division in M.A./M.Sc and 1 <sup>st</sup> Division in any two of the lower examinations	09 marks
(d) 1 <sup>st</sup> Division at (M.A./M.Sc level and 1 <sup>st</sup> Division In any one of the lower examination	06 marks
(e) M.A/M.Sc: Above 60% but below 70%	05 marks
OR	
(f) M.A./M.Sc: 70% and above	08 marks
(g) M.Phil.	03 marks
OR	
(h) Ph.D. (if not considered towards eligibility)	05 marks
(ii) Research Performance/Publications	25 marks
With respect to:	
(a) Number and Quality	20 marks
(b) Quality to be assessed in terms of	05 marks
(i) Single/Co-authorship	
(ii) National/International Journals	
(iii) Impact Factor	

**B) Domain knowledge and Teaching Skills**

**30 marks**  
(25+5)

Domain Knowledge - 25 marks

With respect to:

- (i) Conceptual clarity
- (ii) Over all subject knowledge
- (iii) Latest developments in the subject

Teaching Experience/Skills- 5 marks

1 marks for each year of teaching experience, subject to a maximum of 5 years experience

( c) **Interview**

**20 marks**

With respect to;

- i) Communication Skill
- ii) Confidence level
- iii) Quality of response
- iv) Overall personality

## Annexure -D

### Qualifications of various posts

1.	Librarian	<p>i) Master's degree in Library Science/Information Science/Documentation with atleast 55% of the marks or its equivalent grade of B in the UGC seven point scale and consistently good academic record.</p> <p>ii) atleast 13 years as a Deputy Librarian in a University Library or 18 years experience as a College Librarian.</p> <p>iii) Evidence of innovative Library Service and organization of published work.</p> <p>Desirable: M.Phil/Ph.D degree in Library Science/Information Science/Documentation/archives and manuscript keeping.</p>
2.	Assistant	<p>Bachelor Degree with 5 years experience</p> <p style="text-align: center;">OR</p> <p>Matriculate/Hr. Sec. with 10 years office experience in the University/examination body.</p>
3.	Clerk-cum Junior Data Entry Operator	<p>Senior Secondary Examination i.e. 10+2 or equivalent thereof from any University/State or Central Education Board with atleast 60% marks or Graduate from a recognized University</p>
4.	Data Entry Operator	<p>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.</p>
5.	Lab. Attendant	<p>10+2 with Science with 50% marks</p>
6.	Accounts Officer	<p>a)At least 2<sup>nd</sup> class Commerce or a Master Degree in Commerce from a recognized University</p> <p>b) Atleast 12 years experience of working in a University/Educations Institution/State Govt/Reserch Institution.</p> <p>c) Knowledge of Accounting procedure will be essential.</p> <p>DESIREABLE</p> <p>SAS or Higher Standard Exam. of University or Chartered Accountancy or Cost Accountancy Exam. from a recognized University or Institution</p>
7.	Programmer	<p>Ist Class Master's degree in Engineering/Technology in Computer Science in</p>



		Engineering OR Bachelor Degree in Computer Science and Engineering NOTE: If M.Tech candidates are not available then B.Tech. candidates can be considered.
8.	Sanitary Inspector	1 ½ multipurpose health workers training course, 5 years service as MPHW and 6 months promotional training in any Institute approved by the Govt.
9.	Junior Engineer(Civil)	He must have passed 3 years National Certificate course in Civil Engineering from recognized Polytechnic/ Institution
10.	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 <b>Desirable:</b> Experience as Security Officer. Minimum age limit is 50 years for retired JCO and retired ASI, other things being equal, sportsman will be preferred.
11.	Warden (9300-34800+ G.P.3300)	Post Graduate with atleast five year experience of Supervising Hostel
12.	Hostel Supervisor	Atleast Graduate, relaxable in case of Ex-servicemen. Ex-servicemen for Girls Hostel must have attained the age of 50 years
13.	Supervisor Youth Welfare	i) Post Graduate in any discipline ii) Diploma in Translation iii) Knowledge of Computer, preferably with some formal hands on training in Computer. <b>Desirable:</b> Diversified experience of atleast five years with various social organizations.
14.	Athletic Coach	<b>Essential:</b> NIS Trained (Regular Course/Condensed Course) in the relevant game. <b>Desirable:</b> a) M.P.Ed./M.A./M.Sc. with Diploma in Physical Education. b) Applicant having experience of working in reputed Institutions/Universities will be preferred.
15.	Care Taker	A Graduate with general awareness some office experience and record of extra curricular activities.

QUALIFICATIONS FOR THE POST OF CO-ORDINATOR (D.D.E)

Essential :

Good academic record with a doctoral degree or equivalent published work. Candidates from outside the University system in addition shall also possess at least 55% marks or an equivalent grade at the Master's degree level.

Eight years experience of teaching and or research including upto 3 years for research degrees and has made some marks in the areas of scholarship as evidenced by quality of publications, contribution to educational renovation design of new courses and curricula.

Desirable:

- a) Experience of Teaching/ research/administration in a Directorate of Correspondence Courses/Distance Education/Institute of Correspondence Courses.
- b) Knowledge of Hindi.

**Note:-** In the event of a suitable candidate not found available or otherwise, the University may take a candidate on deputation provided one makes a specific request to this effect.