

Recruitment on Non-Teaching Posts
(Contractual Appointments on Purely Temporary Basis)

Details of Vacant Positions, Name, number posts, remuneration, category, minimum eligibility for contractual appointment on purely temporary basis posts Advertised vide Advt. No-678/Rec/Admn/2025 dated 09-04-2025.

S. No.	Name, Number of Posts/Pay/ Category / Age Limits	Minimum Qualifications
1.	Post - Medical Officer Category – 02 UR (out of which 01 UR for female) Fix Pay - Rs. 75000/- Age - Preferably below 35 years.	Essential Qualification: MBBS Degree or equivalent qualification included in any one of the Schedule I to the Indian Medical Council Act, 1956 (102 of 1956) and must be registered in a State Medical Register or Indian Medical Register. Desirable: Post Graduate qualification, preferably MD, in General medicine. Officers of the Central/ State Govt. or similar organized services / Semi-Govt. / PSU / Statutory or Autonomous Organization / University / Institutes of national importance can also apply if: a) Holding analogous post on regular basis; b) Possessing the educational qualification as prescribed as above. Note - The medical qualifications possessed by the candidates should have the recognition of the Medical Council of India. Completion of compulsory Rotating Internship certificate, (Registration Certificate), an official document showing name of college / institution from where degree / diploma has been done and official document showing name of the institution from where experience has been gained are required
2.	Post - Junior Engineer No. & Cat - 01 UR (Civil Engg), 01 UR (Electrical Engg.) Fix Pay - Rs. 35400/- Age - 35 years	Essential Qualifications: Bachelor' s Degree of Engineering/Technology in relevant field from a recognised Institute/ University with one-year relevant experience OR Diploma in Engineering in the relevant field and three years' experience in relevant field in CPWD / State PWD or Similar Organised Services /Statutory or Autonomous Organizations / Central / State Universities /Autonomous Institutions or reputed Private construction company with an annual turnover of at least Rs.200/- Crores or more.
3.	Post - Matron No. & Cat– 02 UR (02 Female) Fix Pay - Rs. 25500/- Age - 45 years	Essential Qualification: <ol style="list-style-type: none"> Female candidate possessing graduation from a recognized University with pleasing personality and good public relations skills. Fluent in English and Hindi. Desirable: <ol style="list-style-type: none"> Diploma or certificate course in Hospitality management/ Public Relations. Diploma in Office Management and Secretarial.

4.	Post - Sanitary Inspector No. & Cat- 01 UR Fix Pay - Rs. 25500/- Age - Between 18 and 25 years of age	Essential Qualification: <ol style="list-style-type: none"> 1. At least Senior Secondary School Pass Certificate or equivalent examination from a recognized Board/ University. 2. Possessing the Diploma/Certificate course for Sanitary Inspector from a government recognized institute. 3. At least 3 years supervisory experience in sanitation in a local body after obtaining Sanitary Inspector's qualification.
5.	Post - Tracer No. & Cat- 01 UR Fix Pay - Rs. 19900/- Age - Between 18 and 25 years of age	Essential Qualification: <ol style="list-style-type: none"> 1. HSC or equivalent. 2. ITI/Certificate in Draftsman (Civil)/ Surveyor. Desirable: <ol style="list-style-type: none"> 1. Working experience as Tracer.
6.	Post - Substation Operator No. & Cat- 03 UR Fix Pay - Rs. 19900/- Age - 32 years	Essential Qualification: <ol style="list-style-type: none"> 1. ITI graduate in electrician trade 2. 02 years' experience in relevant field

General Instructions to the Candidates

1. **Online applications are invited, for purely temporary basis Non-Teaching post in the University till 11-05-2025**
2. Applications can be submitted online at Samarth portal on the University Website www.new.ggu.ac.in. till 11-05-2025. The scrutiny and further processing on the application shall be done only on the basis of online submitted applications.
3. Candidates are required to submit a non-refundable application fee for Group A Post -Rs. 2500/- (Rs. 1,000/- for SC/ST/Pwd/Female candidates) and Group B and C Post – Rs. 500/ (Exempted for SC/ST/PWD/Female candidates).
4. *Eligibility of a candidate and satisfaction of any other Short-listing criteria shall be considered as on date of closing for the particular post.*
5. **The candidature for the different posts shall not be considered, if the candidate do not upload the appropriate documents clearly and specifically showing the required educational qualifications, work experience of pay.**
6. Application fees once paid shall not be refunded under any circumstances.
7. The University will not be responsible for delay in submission of the application forms of the candidates.
8. (i) Application incomplete in any respect, (ii) without substantial proof of statements/information filled in application form shall not be considered.
9. No deletion / alteration will be permitted in the application form after submission of applications.
10. If more than one application is submitted by the candidate for the same post, **only** the application submitted earlier shall be considered.
11. The University shall verify the antecedents or documents submitted by a candidate at any time at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has a clandestine antecedents/background and has suppressed the said information, then his services shall be terminated.

12. The University reserves the right not to fill up any of the vacancies advertised if the circumstances so warrant. Any consequential vacancies arising at the time of interview/Skill Test/Practical Test may also be filled up from the available candidates. The number of positions is thus open to change.
13. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after the issue of temporary appointment letter, the University reserves the right to modify/withdraw/ cancel any communication made to the candidates.
14. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the University shall be final.
15. Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications laid down in the advertisement.
16. No correspondence will be entertained from candidates regarding conduct and result of interview/Skill Test/Practical Test and reasons for not being called for interview.
17. Canvassing in any form will be a disqualification.
18. The Selection Committee may decide its own method of evaluating the performance of the candidates in interview/Skill Test/Practical Test.
19. This appointment such made on purely temporary basis (initially for six months likely to be extended as per requirements of the University) itself does not gives right to the candidate for extension on the this post or any future regular appointment.
20. This appointment such made on purely temporary basis will be initially for six months likely to be extended as per requirements of the University. However the extensions in such appointments will not exceed a total period of three years from the date of initial appointment.
21. Reservation and Relaxations will be given as per GOI/UGC Rules to all the persons belong to **SC/ST/OBC/PH** category. There will be no upper age limit for the regular employees working in this University. Also the services rendered by individuals in the form of contractual or daily wager employee in the University will also be considered for relaxation in the age limit if their continuous service rendered is more than six months.
22. Number of posts advertised may be treated as tentative. The University shall have the right to increase/decrease the number and/or nature of posts at the time of selection and make appointments accordingly. Separate application for each post is required.
23. The prescribed qualifications and experience will be minimum and the mere fact that a candidate possessing the same will not entitle him for being called for interview/written/practical test. The University may design its own criteria for shortlisting and will have the right to restrict the candidates and shortlist most suitable candidates to be called for interview/written/practical test to a reasonable number on the basis of qualifications and experience higher than the minimum prescribed or by any other condition that may deem fit.
24. The Chairman Selection Committee shall have the power to lay-down the procedure in respect of any matter not mentioned ABOVE.
25. In cases of any disputes any suites or legal proceedings against the University, the jurisdiction shall be restricted to the Courts in Bilaspur (C.G.) which is the headquarters of the University.

26. The University reserves the right to revise/reschedule/cancel/suspend the recruitment process without assigning any reason. The decision of the University shall be final and no appeals shall be entertained.
27. **Selection procedure; The University may conduct a skill test/ written exam or physical test or combination of all**, however there will no interview be conducted for group B and C non-gazetted post as per instruction of GOI.
28. Any change or amendment in this advertisement shall be displayed on the university website only, therefore the aspiring candidates are advised to visit University website regularly and remain updated.

Registrar