

Recruitment on Statutory Posts

Details of Vacant Positions, Name, Nature and Number of posts, pay scales, category, minimum eligibility for direct recruitment to the Statutory posts Advertised vide Advt. No 205/Rec/Admn/2024 dated 04-09-2024

SN	Name , Nature & Number of post/s / Pay Scales (Un-revised) /Category/Age Limits	Minimum Qualifications
A	GROUP –A Positions/Posts	GROUP –A Positions/Posts
1.	Post :- Registrar- 01 Category:- UR Pay Scale:- Level -14 (Rs. 144200-218200) Age Limits:- Preferably Below 57 Years. Probation: Nil Being first Registrar of CU, The appointment shall be made by the Hon'ble Visitor of the Vishwavidyalaya for a fixed tenure of 03 years .	Essential: i) Master's degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed. ii) At least 15 years of experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration OR Comparable experience in research establishment and/ or other institutions of higher education, OR 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post.
2.	Post :- Finance Officer - 01 Category:- UR Pay Scale:- Level -14 (Rs. 144200-218200) Age Limits:- Preferably Below 57 Years. Probation: Nil Being first Finance Officer of CU, the appointment shall be made by the Hon'ble Visitor of the Vishwavidyalaya for a fixed tenure of 03 years .	Essential: i) Master's degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed. ii) At least 15 years of experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration OR Comparable experience in research establishment and/ or other institutions of higher education, OR 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post.
SN	Name , Nature & Number of post/s / Pay Scales (Un-revised) /Category/Age Limits	Minimum Qualifications
A	GROUP –A Positions/Posts	GROUP –A Positions/Posts
3.	Post :- Controller of Examinations- 01 Category:- 01 UR Pay Scale:- Level -14 (Rs. 144200-218200) Age Limits:- Preferably Below 57 Years. Probation: Nil The appointment shall be made for a fixed tenure of 05 years .	Essential: i) Master's degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed. ii) At least 15 years of experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration OR Comparable experience in research establishment and/ or other institutions of higher education, OR 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post.

Note – 1. All the above posts are Statutory Post and their job description, recruitment process and tenure etc. shall be governed by relevant Statutes enacted under Central Universities Act 2009 and Ordinances/ Rules/ Regulations made

there under.

Recruitment on other Non-Teaching Post

Details of Vacant Positions, Name, Nature and Number of posts, pay scales, category, minimum eligibility for direct recruitment to the Statutory posts Advertised vide Advt. No-205/Rec/Admn/2024 dated 04-09-2024

SN	Name , Nature & Number of post/s / Pay Scales (Un-revised) /Category/Age Limits	Minimum Qualifications
	Other GROUP –A Position	
1.	Post :- Executive Engineer/University Engineer Category:- 01 UR Pay Scale:- - Level 11(67700-208700) Age Limits:- 45 Years. Probation: 02 Years	Essential Qualifications: a) First Class Bachelor's Degree in the Civil/Electrical Engineering from a recognized Institute/ University or equivalent. b) 08 years of experience as Assistant Engineer in the relevant field from CPWD/State Government PWD services or similar organized services/Semi Government/ PSU/ Statutory or Autonomous organization/ University System or reputed private organizations with an annual turnover of at least Rs.200/- Crores or more Desirable Qualifications: 1. Experience in construction of projects of multi-storey buildings and have experience in planning/ estimation / measurement /tendering as per the CPWD/ PWD norms. Good knowledge of CPWD manuals, preparations/checking of estimates, drawings, structural details, bill of quantities, substitute/deviation items statements and other associated issues related with building and constructions. 2. Knowledge of Computer Aided Design (CAD) and latest Management Technology/ other relevant software.
2.	Post :- Deputy Registrar- 01 (leave Vacancy) Category:- UR Pay Scale:- - Level 12 (78800 – 209200) After 5 years Level 13A Age Limits:- 50 Years. Probation: 01 Year Initially for one year which may be continued on the similar terms and conditions.	Essential Qualifications: i. Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed. ii. Five years of experience as Assistant Registrar or in equivalent post in the Pay Level 10 and above.
3	Post :-Assistant Registrar- 01 Category:- OBC Pay Scale:- - Level 10 (56100 – 177500) Age Limits:- 40 Years. Probation: 02 Years	Essential Qualifications: I. Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed. II. The appointment under direct recruitment shall be made through an All India open competition by conducting a written test and interview.
4.	Post :- Assistant Librarian Category:- 01 OBC Pay Scale:- - Level 10(56100-177500)	Qualifications: i. A Master's degree in Library Science, Information Science or Documentation Science or an equivalent

	<p>Age Limits:- 40 Years.</p> <p>Probation: 01 Years</p>	<p>professional degree with at least 55% of marks (or an equivalent grade in a point scale wherever grading system is followed)</p> <p>ii. A consistently good academic record with knowledge of computerization of library.</p> <p>iii. Qualifying in the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph.D. degree in accordance with the "University Grants commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree), Regulations 2009 or 2016 and their amendments from time to time as the case may be: Provided that the, candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree and such 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:</p> <p>a) The Ph.D. degree of the candidate has been awarded in regular mode</p> <p>b) The Ph.D. thesis has been evaluated by at least two external examiners;</p> <p>c) Open Ph.D. viva voce of the candidate had been conducted;</p> <p>d) The candidate has published two research papers from his/her Ph.D. work out of which at least one must be in a refereed journal;</p> <p>e) The Candidate has presented at least two papers based on his/her Ph.D. work in conferences/ seminars sponsored/ funded/ supported by the UGC/ ICSSR/ CSIR or any other similar agency.</p> <p>Note:</p> <p>(i) The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the university concerned.</p> <p>(ii) NET/SLET/SET shall also not be required for such Masters Programmes for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.</p>
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General Instructions to the Candidates

1. **Online applications are invited, for Statutory, Non-Teaching and tenure positions in the University up-till 04-10-2024**
2. Applications can be submitted online at Samarth portal on the University Website www.new.ggu.ac.in. However, after submitting the application form, the candidate must send a copy of application form along with supporting documents within 15 days of submitting the application by registered/speed post to **“Registrar, Guru Ghasidas Vishwavidyalaya, Koni, Bilaspur (CG) - 495009”**.
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).
4. No TA/DA shall be paid to the candidates for attending the interview/written/practical test. However, the outstation candidates belonging to the SC& ST categories shall be reimbursed to and fro rail fare (sleeper class) for self only by the shortest route by NEFT/RTGS.
5. *Eligibility of a candidate and satisfaction of any other Short-listing criteria shall be considered as on date of closing for the particular post.*
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 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 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. Applicants who are in employment should route their applications through proper channel.
16. Candidate who is already in service shall submit the Vigilance Clearance Certificate from the employer or his authorized officer, to the effect that no disciplinary/criminal proceedings are pending or contemplated against him. It shall be directly sent by the parent department or be handed over to the employee concerned in sealed cover at the time of written/skill test/interview as applicable or along with the application.
17. Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications laid down in the advertisement.
18. No correspondence will be entertained from candidates regarding conduct and result of interview and reasons for not being called for interview.
19. Canvassing in any form will be a disqualification.
20. The rules of UGC/ Govt. of India in regard to Pay & Allowances, Leave, Pension and P.F. shall be followed subject to amendments if any, from time to time.
21. The Selection Committee may decide its own method of evaluating the performance of the

candidates in interview.

22. The relaxation in age shall be as per GoI Rules and details of which are given in University Cadre Recruitment Rule available at University website
23. The University will have the right to relax any of the conditions such as experience, age, etc., in deserving cases of all posts, if so permitted by the UGC or Central Universities Act 2009. If any candidate is recommended for appointment in relaxation of any of the prescribed conditions relating to age, experience etc, it shall be so stated and recorded.
24. When the Selection Committee considers it fit to recommend a higher initial pay or advance increments to be offered to a selected candidate, it may do so giving reasons there-for.
25. 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.
26. 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.
27. University may call any suitable person(s) to appear in the Interview/written/practical test who may not have applied in response to the University's Notification.
28. The Selection Committee, after considering the candidate for the post applied for may, if it is of the opinion that he or she will be suitable choice for the next lower post, make such recommendations.
29. The University may draw a reserved panel to fill up a post. In case a candidate on higher merit regrets to join within a period of six months or resigns/dies after joining, within a period of one year, the offer shall be made to the next candidate in the merit list, (if otherwise in order), to reduce the delay in filling up of the vacancies. Such a vacancy should not be treated as fresh vacancy.
30. The Chairman Selection Committee shall have the power to lay-down the procedure in respect of any matter not mentioned ABOVE.
31. 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.
32. Mere eligibility will not entitle any candidate for being called for interview/written/practical test. More stringent criteria may be applied for short-listing the candidates to be called for interview. Applicants having higher qualification and merit will be given preference.
33. 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.
34. Scheme of Written/Practical Test/Skill Tests/ Interview for different positions shall be as per University Cadre Recruitment Rule available at University website
35. Various vacant positions under different categories (roster) may be changed if any, in the future as per the directions of the MHRD/UGC on the reservations in non-teaching cadre posts (Roster positions)
36. 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.

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