

DR. HARISINGH GOUR VISHWAVIDYALAYA, SAGAR
(A Central University)



Website : www.dhgsu.ac.in

Advt. No. R/A-NT/2018/01

Dated: 03/04/2018

EMPLOYMENT NOTICE

Applications in the prescribed form are invited from the eligible candidates for the following Non-teaching and other Academic staff positions to be filled up on regular basis:

Details of other Academic Staff and Non-teaching Positions:

S. No.	Post Code	Name of post	Scale of Pay in 6 th CPC	Details of Post and Category		
				OBC	UR	Total
1.	Acad/001	Director – HRDC	PB-4; Rs. 37400-67000 AGP Rs. 10000	-	01	01
2.	Acad/002	Director - Physical Education	PB-4; Rs. 37400-67000 AGP Rs. 10000	01	-	01
3.	Acad/003	Librarian (Jawahar Lal Nehru Library)	PB-4; Rs.37400-67000 AGP Rs. 10000	-	01	01
4.	Acad/004	Deputy Director - HRDC	PB-3; Rs. 15600-39100 AGP Rs. 8000	-	01	01
5.	NT/001	Medical Officer	PB-3; Rs. 15600-39100 GP Rs. 5400/-	01	-	01
Total				02	03	05

NOTE: For appointments, preference will be given to Person with disabilities, even when the reservation is not marked and if suitable candidates in the category of PWD are available.

For general terms & conditions, procedure for filling application form and other important information etc., please visit University website: www.dhgsu.ac.in. The last date of submission of application forms is **30/05/2018**.

HOW TO APPLY:

1. The eligible and interested candidates may download the application form from the University website www.dhgsu.ac.in and apply in the same format. Applicants are required to submit the duly prescribed filled in application form along with the application fee, and self attested copies of the mark-sheets and certificates of educational qualifications, date of birth, experience, category, PWD certificate, etc. to the **REGISTRAR, Dr. Harisingh Gour Vishwavidyalaya, Sagar-470 003 (M.P.) by Speed Post /Registered Post only.**
2. Last date of receipt of applications: **30/05/2018.**

APPLICATION FEE:

1. Application Fee is **Rs. 500/- for General and OBC candidates. Application Fee can be paid Online. Online fee for recruitment option is available on Vishwavidyalaya website: www.dhgsu.ac.in.** After successful payment, print the **copy of the receipt and attach the same with the Application Form.**
2. SC/ST and PWD candidates need not pay any fee for application.

REGISTRAR

OTHER ACADEMIC POSTS

OTHER ACADEMIC POSTS		
Post Code Acad/001	Post	Director – Human Resource Development Centre (Previously Academic Staff College) - 01 (UR)
	Pay Scale	PB-4; 37400-67000 (PB-4) AGP 10000
	Age Limit	Up to 57 years.
Qualification and Experience	<p>A. i) 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.</p> <p>ii) A minimum of ten years of teaching experience in university/college, and/or experience in research at the University/National level institutions/industries, including experience of guiding candidates for research at doctoral level.</p> <p>iii) Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process.</p> <p>iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in the UGC Regulation, 2010 and as amended by UGC Regulations (3rd amendment) 2016 and UGC Regulations (4th amendment) 2016 in Appendix III).</p> <p style="text-align: center;">OR</p> <p>B. 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.</p> <p>Desirable :</p> <p>Experience and knowledge in editing academic publications, coordinating academic programmes, seminars and conferences.</p>	
Post Code Acad/002	Post	Director – Physical Education - 01 (OBC)
	Pay Scale	PB-4; 37400-67000 (PB-4) AGP 10000
	Age Limit	Up to 55 years
Qualification and Experience	<p>Essential:</p> <p>(i) A Ph.D. in Physical Education.</p> <p>(ii) Experience of at least ten years as University Deputy or fifteen years as University Assistant DPEs/College (selection grade).</p> <p>(iii) Participation in at least two national/international seminars/conferences.</p> <p>(iv) Consistently good appraisal reports.</p> <p>(v) Evidence of organizing competitions and conducting coaching camps of at least two weeks' duration.</p> <p>(vi) Evidence of having produced good performance teams/athletes for competitions like state/national/inter-university/combined university, etc.,</p> <p>(vii) A minimum score as stipulated in the Academic Performance Indicator (API) based performance Based Appraisal System (PBAS), set out in the UGC Regulation, 2010 and as amended by UGC Regulations (3rd amendment) 2016 and UGC Regulations (4th amendment) 2016 in Appendix III).</p>	

Post Code Acad/003	Post	Librarian - 01 (UR)
	Pay Scale Age Limit	PB-4; 37400-67000 (PB-4) AGP 10000 Preferably below 57 years
	Qualification and Experience	<p>Essential: (A)</p> <p>i) A Master's Degree in Library Science /Information Science/documentation with at least 55% marks or its equivalent grade of B in the UGC seven points scale and consistently good academic record.</p> <p>ii) At least thirteen years as a Deputy Librarian (AGP `8000/-) in a university library or eighteen years' experience as a College Librarian (AGP of `6000/).</p> <p>iii) Evidence of innovative library service and organization of published work.</p> <p>iv) A minimum score as stipulated in the Academic Performance Indicator (API) based performance Based Appraisal System (PBAS), set out in UGC Regulations on Minimum Qualifications for appointment of teachers and other academic staff and measures for the maintenance of standards in higher education, 2010, along with amendments from time to time including the 4th Amendment to the Regulations dated 11/07/2016.</p> <p>Desirable: M.Phil/ Ph.D. Degree in library science/ information science / Documentation / archives and manuscript-keeping.</p> <p style="text-align: center;">OR</p> <p>B. Deputy Librarian completing service of three years in the AGP of Rs. 9000 and otherwise eligible as per the API scoring system and PBAS methodology developed in UGC Regulations, 2010, along with amendments from time to time including the 4th Amendment to the Regulations dated 11/07/2016 with a Ph.D. qualification.</p>

Post Code Acad/004	Post	Deputy Director – Human Resource Development Centre (Previously Academic Staff College) - 01 (UR)
	Pay Scale Age Limit Qualification and Experience	<p>PB-3; 15600-39100 (PB-3) AGP 8000 Up to 55 years</p> <p>i) A Ph.D. Degree in the concerned/allied/relevant disciplines. Candidates from outside the University system, in addition, shall also possess at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level by the University concerned.</p> <p>ii) Eight years experience as Asstt. Director-HRDC (erstwhile ASC)/Asstt. Professor in University or College, with a benefit of two years and one year for Ph.D. and M.Phil. Degree holders.</p> <p>iii) Evidence of having contributed to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process</p> <p>iv). Evidence of organizing training, coaching programme, workshops etc.</p> <p>v) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) set out in the UGC Regulation, 2010 and as amended by UGC Regulations (3rd amendment) 2016 and UGC Regulations (4th amendment) 2016 in Appendix III).</p> <p>Desirable - Experience and knowledge in editing academic publications, coordinating academic programmes, seminars and conferences.</p>

Note: Applicants for Academic positions with Academic Grade Pay such as **Director (HRDC), Director, Physical Education, Librarian (JNU Library) and Deputy Director (HRDC)** is required to fill up API proforma and send along with their application forms. **They are advised to download API proforma available on the University website at dhsgsu.ac.in** Eligibility for these posts shall be considered as per UGC regulations on Minimum Qualification for appointment of Teaching and other Academic Staff in Universities and Colleges and measure for the maintenance of standards in higher education 2010 and UGC (4th Amendment) Regulations, 2016" as issued and amended from time to time and available at UGC website. Candidates may also visit the www.ugc.ac.in for more details, if they wish so.

Non-Teaching Posts		
Post Code	Post	Medical Officer - 01 (OBC)
NT/001	Pay Scale	PB-3; 15600-39100 Grade Pay 5400/-
	Age Limit	Up to 40 years (for relaxation please see instructions)
	Qualification and Experience	Essential: i) M.B.B.S. Degree from a recognized University. ii) At least two years post qualification experience. Desirable: MD/MS.

GENERAL CONDITIONS & ESSENTIAL INFORMATION

1. The University reserves the right to :
 - a) withdraw any advertised post(s) at any time without giving any reason. 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.
 - b) offer the post at a level lower than that advertised, depending upon the qualifications, experience and performance of the candidates and availability of vacant advertised lower posts.
 - c) draw reserve panel(s) against the possible vacancies in future;
 - d) not to fill up any of the advertised positions.
2. Under the term "Good Academic Record", the candidate must have obtained an average of 50% marks and above in graduation.
3. Applications incomplete in any respect and not accompanied with relevant certificates/documents/photographs and requisite fee will be summarily rejected.
4. Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications/experience laid down for the post.
5. Qualifications and other conditions shall be applicable as stipulated by the University Recruitment Rules and as per the extant UGC Regulations.
6. Reservation for Persons with disabilities will be given as per Govt. of India/UGC Rules.
7. Candidates applying for the post reserved for SC/ST and PWDs must enclose with the application the Caste/Tribe/Medical certificate in GOI prescribed format duly issued by the competent authority. Candidates for the post reserved for OBC are required to submit a certificate regarding his/her **OBC status and non-creamy layer status** in a prescribed format duly issued on or after **01/04/2018** by the competent authority. To avoid delay in submission of applications, OBC candidates are allowed to apply with their OBC certificate issued before **01/04/2018**; such candidates shall be required to produce the updated OBC certificate at the time of interview.
8. Relaxation in age, qualification etc. shall be applicable to the SC/ST, OBC and PWD candidates as per extant guidelines of Govt. of India. The employees of Central Govt. /State Govt./ Universities/ shall be granted 5 years relaxation in upper age limit.
9. The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle the candidates to be called for interview. Where the number of applications received in response to an advertisement is large and it will not be convenient or possible to interview all the candidates, the University at its discretion, may restrict the number of candidates to a reasonable limit, which may vary from post to post, on the basis of qualifications, experience, publications etc. higher than the minimum prescribed in the advertisement. The University may constitute a committee to scrutinize the applications.
10. The process of selection may be by a presentation/seminar/written test/interview or a combination thereof.
11. Incomplete applications or applications without relevant supporting enclosures (self-attested copies of degree/certificates/marks sheets/ experience certificate, reprints of publications, prescribed fee) or applications received after the last date etc. will be out-rightly rejected.
12. Qualifications/Experiences/Age etc. as on closing date of advertisement will only be taken into consideration.
13. SC/ST candidates called for interview will be paid sleeper class TA by train or bus fare through shortest routes as per rules.
14. Those already in Govt. service should submit their applications through proper channel or produce "**No Objection Certificate**" at the time of interview.

15. The posts excepting the Director, Physical Education are suitable for Physically Challenged Persons with disability viz. Orthopaedically Handicapped/Locomotor Disability/Cerebral Palsy with Both Legs Affected but not Arms (BL) or One Leg Affected (Right or Left) (OL) or One Arm Affected (Right or Left) (OA) OR Blindness or Low Vision {Blind (B) or Partially Blind (PB)} only.
16. In case of any inadvertent mistake in the process of selection detected at any stage even after issue of the appointment letter, the University reserves the right to modify/withdraw/cancel any communication made to the candidates.
17. After joining the service of the University, the candidates will have to abide by the Rules, Regulations and Ordinances of the University applicable from time to time. He/she may be assigned any duty within/outside the University depending upon the exigency of the work.
18. The University reserves the right to verify the antecedents or documents submitted by the candidate at any time including during tenure of service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has a clandestine antecedents/background for which he has been convicted by any court and has suppressed the said information, his/her services shall be terminated forthwith.
19. Those candidates who have already applied against **Employment Notice No. R/A-NT/2016-17/01 dated 26/09/2016** for the **post of Librarian** and **R/A-NT/2017/01 dt. 27/01/2017 for the post of Director & Deputy Director (HRDC)** are advised to **apply afresh in prescribed format. They are not required to pay any fees.** However, they must provide details of **fees paid earlier to claim waiver.**
20. Candidate who wishes to apply for more than one post are required to submit separate application and fee for each post.
21. A Relaxation of 5% may be provided for teaching positions at the Graduate and Master's level for the SC/ST/Differently-abled (Physically and Visually differently-abled)/Other Backward Classes (OBC) (Non-creamy layer) categories for the purpose of eligibility and for assessing good academic record. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark.
22. 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 19th September, 1991.
23. Candidates awarded degree by Foreign Universities are required to submit Equivalence Certificate issued by Association of Indian University, New Delhi.
24. **Candidates applying for the post of Director (HRDC), Deputy Director (HRDC), and Director (Physical Education) and Librarian are required to send their application in the prescribed form, including the Academic Performance Indicator (API) based on Performance Based Appraisal System along with supporting documents duly signed and filled in all respect, failing which their candidature shall be out rightly rejected as the same is mandatory as per UGC Regulations, 2010 and UGC (4th Amendment) Regulations, 2016" as issued and amended from time to time and available at UGC website. Candidates may also visit the www.ugc.ac.in for more details, if they wish so.**
25. Canvassing in any form may lead to cancellation of candidature.
26. No interim correspondence shall be entertained.
27. In case of any dispute, suit or legal proceedings against the University, the jurisdiction shall be restricted to the Hon'ble High Court of Madhya Pradesh at Jabalpur.
28. The duly filled in **application in prescribed format should reach the REGISTRAR, Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.) 470003 by Speed Post/Registered Post only positively by 30/05/2018 up to 6.00 P.M.** The completeness of the submitted application is the sole responsibility of the candidates. The University shall not be responsible for any delay/loss due to postal or any other reason thereof.
29. **Previous teaching/research experience shall be counted as per guidelines mentioned in UGC Regulations, 2010 and UGC (4th Amendment) Regulations, 2016" as issued and amended from time to time**
30. **Amendments/changes, if any, in the advertisement shall be published only on the University website www.dhgsu.ac.in**

REGISTRAR