



Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.) INDIA

(A Central University)

Website: www.dhgsu.ac.in

Advt. No. R/NT/2019/002

Dated: 18/07/2019

EMPLOYMENT NOTICE

The applications in the prescribed form are invited **ONLINE** from the eligible candidates for the following Non-teaching position to be filled up on Regular and Contractual basis:

Sl. No	Name of the post(s)	Group	No. of Vacancy	Emoluments
1.	Executive Engineer (CIVIL) against Lien vacancy*	A	01 - UR	Level 11 – 67700-208700+DA as admissible from time to time
2.	Technical Officer	A	01 - UR 01 – PWD**	Level 10 – 56100-177500+DA as admissible from time to time
3.	Medical Officer (Contractual)***	A	01 - UR	Fixed emoluments of Rs. 60.000/- per month
4.	Junior Engineer (Civil)	B	01 - OBC	Level 06 – 35400-112400 +DA as admissible from time to time

NOTE :

- * Executive Engineer 01 post against Lien vacancy. The appointment may be initially for one year which may be extended further.
- ** (01 for PWD - Loco motor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy)
- *** Medical Officer - The appointment may be initially for one year which may be extended further.

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 online application forms is **30/08/2019**.

HOW TO APPLY:

1. The eligible candidates are required to apply online in the format available on the University website www.dhgsu.ac.in (Job) from 22/07/2019 onwards. Only online applications will be accepted. Applicants are also required to submit the hard copy of the submitted online application, duly signed, along with the prescribed application fee, self attested copies of the mark-sheets and certificates of educational qualifications, date of birth, experience, to Registrar, Dr. Harisingh Gour Vishwavidyalaya, Sagar 470 003 (M.P.), positively 06/09/2019 by Speed Post / Registered Post only.
2. Online Application Fee is Rs. 1000/- for General and OBC (NCL) candidates, and Rs. 500/- for PWD candidates.
3. Last date of filling of online applications: 30/08/2019

REGISTRAR

Non-Teaching Post		
Post Code	Post	Executive Engineer (CIVIL) - 01 (UR) Executive Engineer 01 post against Lien vacancy. The appointment may be initially for one year which may be extended further.
NT/001	Pay Scale	Level 11 – 67700-208700+DA as admissible from time to time
	Age Limit	50 years
	Qualification and Experience	<p>Essential:</p> <p>i) First Class Bachelor's Degree in Civil Engineering from a recognized Institute/ University or equivalent.</p> <p>ii) Eight years of experience (out of which five years 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 Rs.200/- Crores.</p> <p>Relaxation of two years in experience will be given to those possessing Post-Graduate qualification in Construction Management/Structural Engineering or equivalent fields.</p> <p>Desirable:</p> <p>i) Experience in construction of projects of multi-storey buildings and have experience in planning/estimation/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.</p> <p>ii) Knowledge of Computer Aided Design (CAD) and latest Management Technology/other relevant software.</p>

Post Code	Post	Technical Officer - 02 UR (01 for PWD - Loco motor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy)
NT/002	Pay Scale	Level 10 – 56100-177500+DA as admissible from time to time
	Age Limit	40 Years
	Qualification and Experience	<p>Essential :</p> <p>Academic Qualification:</p> <p>Masters' Degree in Science in Physics with specialization in instrumentation or M.Sc. (Electronics). OR M.E./M.Tech. in Electronics/Instrumentation. OR B.E./B.Tech. in Electronics/Instrumentation.</p> <p>Experience: 5 years' experience as Senior Technical Assistant or in an equivalent position in laboratory of a University/Institute/R&D Institution under State/Central Government.</p> <p>Desirable: Ph.D.</p>

Post Code	Post	Medical Officer - 01 (UR) Medical Officer 01 post against Leave vacancy. The appointment may be initially for one year which may be extended further.
NT/003	Emoluments	Fixed Rs 60000/- per month
	Age Limit	Up to 55 Years
	Qualification and Experience	Essential: i. MBBS recognized by M.C.I. ii. Registered with Medical Council of India/State Medical Council. iii. Two years of working experience in a Govt/Corporate / Govt. recognized Hospital Desirable: Post Graduate Medical Qualification recognized by the MCI.

Post Code	Post	Junior Engineer (Civil) - 01 (OBC)
NT/004	Pay Scale	Level 06 –35400-1112400 +DA as admissible from time to time
	Age Limit	35 Years
	Qualification and Experience	Essential: Bachelor's Degree of Engineering 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 Organized Services / Statutory or Autonomous Organizations / Central / State Universities / Autonomous Institutions or reputed Private construction company with an annual turnover of Rs.200/- Crores. Desirable: Working knowledge of AUTOCAD, other relevant software.

GENERAL CONDITIONS & ESSENTIAL INFORMATION

1. Candidate who is already in service shall submit his application through proper channel along with vigilance clearance certificate from the competent authority. However, he may send an advance copy of his application and in case his application is not forwarded due to whatever reasons till the time of written test or interview as the case may be, he/she, should produce a "No Objection Certificate along with the Vigilance clearance certificate in a sealed cover" from the employer failing which he shall not be allowed to appear in the test / interview as the case may be.
2. The application for appointment on deputation shall be forwarded by the employer along with the Annual Performance Appraisal Reports (APARs)/ACR for the preceding five years and Vigilance Clearance Certificate, duly certified by the Competent Authority.
3. It shall be the responsibility of the candidate to assess his/her own eligibility for the post for which he/she is applying in accordance with the prescribed qualifications, experience, etc., and submit his application duly filled-in, along with the desired information and documents as per the advertisement. Suppression of factual information, supply of fake documents, providing false or misleading information or canvassing in any manner on the part of the candidates shall lead to his disqualification. In case, it is detected at any point of time in future, even after appointment, that the candidate was not eligible, his appointment shall be liable to be terminated forthwith as per this clause. This must be mentioned in the letter of offer and appointment clearly. In case of any ambiguity in the recruitment rules in general and eligibility in particular for any post, the decision of the Executive Council shall be final.
4. Acceptance of documents submitted by an applicant shall be subject to verification by the competent authority at any point of time even after joining the employment. If any document is found to be false / fake / incorrect either before or after appointment, the document shall be summarily rejected or action may be initiated against the candidate which shall lead to cancellation of his appointment, as the case may be.

5. The person appointed against any post shall be governed by the Act/ Statutes/ Ordinances/ Rules of the University and also the CCS (Conduct) Rules, 1964, CCS (CCA) Rule, 1965 or any other rules of the Government of India, as amended from time to time and any other rule/ resolution prescribed specifically for maintaining the conduct of the employees by the Executive Council of the University.
6. The appointment of a candidate shall be subject to verification of character and antecedents by the competent authority. Until the verification of character and antecedents reports are received, the appointment shall be treated as provisional. In case the report/s with regard to his conduct, character, antecedents, etc., is found to be unsatisfactory, the appointment shall be cancelled / terminated forthwith.
7. Canvassing in any form on behalf of any candidate shall be treated as a disqualification which shall lead to cancellation of candidature.
8. The selected candidate shall produce a medical fitness certificate issued by a Govt. Hospital / or Govt./CGHS empanelled Hospital duly countersigned by the concerned civil surgeon or the Medical Superintendent/ Director of the concerned hospital for Group B and C post and certificate from the Medical Board disused by a Govt. Hospital / or Govt./CGHS empanelled Hospital for Group A post as the case may be prior to his joining. In cases where a person has already been examined by a Medical Board in respect of his previous appointment and if standard of medical examination prescribed for the new post is the same, then he need not be required to undergo a fresh examination. For this purpose, he has to submit a copy of the medical certificate duly countersigned by the designated officer of the University.
9. The terms and conditions of appointment shall be communicated to the candidate in the form of 'Offer of Appointment' to the selected candidates. If the candidate does not accept the terms and conditions mentioned in the offer of appointment within the stipulated time, the offer shall be treated as withdrawn.
10. The selected candidates shall be required to perform duties as per the Rules of the University, as amended from time to time. The University shall be free to assign any duty as per the exigency of the situation at any time even during non-working hours / holidays which the employee shall have to perform without fail to avoid any disciplinary action.
11. The selected candidate shall be governed by the Pension Scheme/ New Pension Scheme of the Govt. of India, as the case may be, duly extended by UGC.
12. The selected candidate shall be liable to serve anywhere within the jurisdiction of the University.
13. The minimum educational qualification and experience, constitution of Selection Committee, prescribed quota, method of recruitment or any other eligibility criteria, etc. for direct recruitment shall be governed strictly as per Recruitment Rules 2018.
14. At the time of recruitment, a 'Service Agreement' shall be executed between the University and the employee concerned and a copy of the same shall be kept with the Registrar. Such service agreement shall be duly stamped as per the rates applicable.
15. The candidate shall bring all original certificates relating to his age, qualifications, experience, etc. at the time of tests or interview wherever applicable. In case the candidate fails to submit the original documents for verification of the certified photocopies of the enclosures to his application, he may not be allowed to appear at the tests/interview and his candidature may be treated as cancelled without any further communication in this regard.
16. (i) The details of the vacancies shall be mentioned in the advertisement. The University may also include the details with regard to anticipated vacancies arising due to retirement of employee/s of that particular year which shall be filled through the instant advertisement. The University reserves the right to fill or not to fill up the posts advertised for any reasons whatsoever. However, the number of posts filled up shall not exceed the number of posts advertised including anticipated vacancies.
(ii) The University may draw a panel in the form of a waiting list to fill up a post. In case a candidate on higher merit regrets to join within a period of one year or resigns/dies after joining, within a period of one year, the offer shall be made to the next candidate on the merit, if otherwise in order, to reduce the delay in filling up of the vacancies. Such a vacancy should not be treated as fresh vacancy.

(Reference: DoPT OM No.41010/18/97-Estt (B) dated 13th June, 2000)

(iii) The University reserves the right to withdraw an advertisement, either partly or wholly, at any time without assigning any reason.

(iv) If any advertisement for any post is withdrawn by the University, the application fee collected from the candidates shall be refunded.

Qualifications/Experiences/Age etc. as on closing date of advertisement will only be taken into consideration.

17. 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.
18. No interim correspondence shall be entertained.
19. 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.
20. **Amendments/changes, if any, in the advertisement shall be published only on the University website www.dhgsu.ac.in**

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