



# डॉ. हरीसिंह गौर विश्वविद्यालय

## DR. HARISINGH GOUR VISHWAVIDYALAYA

(A Central University established by an Act of Parliament)

SAGAR, (M.P.) - 470 003

Website: [www.dhsgsu.ac.in](http://www.dhsgsu.ac.in)

Advt. No. : 2012-13/A-NT-/03

Dated : 05-02-2013

### Employment Notice

Applications in the prescribed format are invited from the eligible candidates for the filling up the following Academic and Non-Teaching posts:-

#### Academic Posts:

Code No.	Name of Post	Department	Scale of Pay	Details of Post and Category
1.	Librarian	Jawahar Lal Nehru Library	PB-4/37400-67000 (PB-4) AGP 10000	01 (UR)
2.	Director	Physical Education	PB-4/37400-67000 (PB-4) AGP 10000	01 (UR)
3.	Reader (Associate Professor)	Academic Staff College	PB-4/37400-67000 (PB-4) AGP 9000	01 (UR)

#### Non-Teaching Posts:

Code No.	Name of post	Scale of Pay	Details of Post and Category
4.	Deputy Registrar	PB-3/15600-39100 GP 7600	02 (01- OBC, 01-SC)
5.	Internal Audit Officer	PB-3/15600-39100 GP 7600	01(UR) (On Deputation)
6.	Senior Technical Assistant	PB-2/9300-34800 GP 4200	01 (UR)
7.	Technical Assistant	PB-2/5200-20200 GP 2800	01 (UR)
8.	Technical Assistant	PB-2/5200-20200 GP 2800	01 (UR)

Detailed information regarding Educational Qualification, Experience, Application Form, Age, etc. can be downloaded from the University website [www.dhsgsu.ac.in](http://www.dhsgsu.ac.in). Last date for submission of application is **10-03-2013** upto 5.30 (P.M.). The application should be sent through Registered/Speed Post to the **Assistant Registrar (Recruitment)**, Dr. Hari Singh Gour Vishwavidyalaya, Sagar-470 003 (M.P.).

**REGISTRAR**

<b>Code No.</b>	<b>Post</b>	<b>Librarian - 01 (UR)</b>
<b>1.</b>	Pay Scale	PB-4/37400-67000 (PB-4) AGP 10000
	Age Limit	Not exceeding 55 years
	Qualification and Experience	<p><b>Essential:</b></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><b>Desirable:</b> M.Phil/ Ph.D. Degree in library science/ information science / Documentation / archives and manuscript-keeping.</p> <p><b>Note:</b></p> <ul style="list-style-type: none"> <li>• The minimum requirement of 55% shall not be insisted upon for Librarian and Deputy Librarian, for the existing incumbents who are already in the University system. However, these marks should be insisted upon for those entering the system from outside and those at the entry point of Assistant Librarian.</li> <li>• A relaxation of 5% shall be provided at the Master's level to the SC/ST category.</li> </ul>
	Method of Recruitment	Direct recruitment or on Contract for a period of 5 years or till the age of 62 years, whichever is earlier.

<b>Code No.</b>	<b>Post</b>	<b>Director : Physical Education - 01 (UR)</b>
<b>2.</b>	Pay Scale	PB-4/37400-67000 AGP 10000
	Age Limit	Not exceeding 55 years
	Qualification and Experience	<b>Essential:</b> (i) A Ph.D. in Physical Education. (ii) Experience of at least ten years as University Deputy or fifteen years as University Assistant DPEs/College (selection grade). (iii) Participation in at least two national/international seminars/conferences. (iv) Consistently good appraisal reports. (v) Evidence of organizing competitions and conducting coaching camps of at least two weeks' duration. (vi) Evidence of having produced good performance teams/athletes for competitions like state/national/inter-university/combined university, etc.,
	Method of Recruitment	Direct recruitment and/or on Contract or deputation for a period of 5 years or till the age of 62 years, whichever is earlier.

### PHYSICAL FITNESS TEST NORMS

- (a) For the Post of Director, Physical Education, all candidates who are required to undertake the physical fitness test shall be required to produce a medical certificate certifying that he/she is medically fit before undertaking such tests. (as per UGC Norms)
- (b) On production of such certificate mentioned in sub-clause (a) above, the candidate would be required to undertake the physical fitness test in accordance with the following norms or as per the norms of U.G.C.

### NORMS FOR MEN

12 MINUTES RUN/WALK TEST			
Up to 30 years	Up to 40 years	Up to 45 years	Up to 50 years
1800 metres	1500 metres	1200 metres	800 metres

### NORMS FOR WOMEN

8 MINUTES RUN / WALK TEST			
Up to 30 years	Up to 40 years	Up to 45 years	Up to 50 years
1000 Metres	800 metres	600 metres	400 metres

Code No.	Post	Reader (Associate Professor) (Academic Staff College) - 01 (UR)
3.	Pay Scale	PB-4/37400-67000 AGP 9000
	Age Limit	As per UGC norms
	Qualification and Experience	<p>i) Good academic record with a Ph.D. Degree in the concerned/allied/relevant disciplines.</p> <p>ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed).</p> <p>iii) A minimum of eight years of experience of teaching and/or research in an academic / research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution/industry excluding the period of Ph.D. research with evidence of published work and a minimum of 5 publications as books and/or research/policy papers.</p> <p>iv) Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process with evidence of having guided doctoral candidates and research students.</p> <p>v) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) set out in Appendix III of the UGC Regulation.</p> <p><b>Desirable</b> - Experience and knowledge in editing academic publications, coordinating academic programmes, seminars and conferences.</p>
	Method of Recruitment	Direct Recruitment

Code No.	Post	Deputy Registrar - 02 (01-OBC and 01-SC)
4.	Pay Scale	PB-3/15600-39100 GP 7600
	Age Limit	Up to 50 years (for relaxation please see instructions)
	Qualification and Experience	<p><b>Essential:</b></p> <p>i) A Master's degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC seven point scale.</p> <p>ii) Nine years' of experience as Assistant Professor in the AGP of 6000 and above with experience in educational administration ; <b>or</b> Comparable experience in research establishment and/or other institutions of higher education; <b>or</b> Five years' of administrative experience as Assistant Registrar or in an equivalent post.</p> <p>iii) Good working knowledge on Computer.</p> <p><b>Desirable:</b> MBA / PG Diploma in Management / LL.B. / CA / ICWA / MCA / Ph.D.</p>
	Method of Recruitment	<p>Direct Recruitment/Deputation</p> <p><b>Deputation:</b> Officers holding analogous posts on regular basis or with 3 years regular service in PB-3; GP of 6600 <b>or</b> 5 years regular service on the post equivalent to Assistant Registrar (PB-3/GP of 5400) in the Central/State Government, Universities and other autonomous organizations.</p>

<b>Code No.</b>	<b>Post</b>	<b>Internal Audit Officer (On Deputation) - 01 (UR)</b>
<b>5.</b>	Pay Scale	PB-3/15600-39100 GP 7600
	Age Limit	Not exceeding 55 years
	Qualification and Experience	Officers holding analogous posts <b>or</b> with three (3) years of regular service in the scale of pay of 10000–15200 (pre-revised)/PB-3; GP of 6600 <b>or</b> five (5) years in the scale of pay of 8000-13500 (pre-revised) PB-3 GP of 5400 in the Central / State Governments, Universities and other Autonomous Organizations.
	Method of Recruitment	Deputation for a maximum period of 5 years.

<b>Code No.</b>	<b>Post</b>	<b>Senior Technical Assistant - 01 (UR)</b>
<b>6</b>	Pay Scale	PB-2/9300-34800 GP 4200
	Age Limit	35 Years (as on last date of advertisement)
	Qualification and Experience	<p>a. B.E./B.Tech. in Instrumentation &amp; Control Engineering/ Instrumentation Engineering / Instrumentation Technology/ Mechanical Engineering.</p> <p>b. Two years experience in handling sophisticated/scientific equipment in Central/State Govt, University, Research Institutions, Autonomous Organizations.</p> <p><b>OR</b></p> <p>c. M.E./M.Tech. in Instrumentation &amp; Control Engineering/ Instrumentation Engineering / Instrumentation Technology/ Mechanical Engineering.</p> <p><b>OR</b></p> <p>d. M.Sc. in Instrumentation &amp; Control Engineering/ Instrumentation Engineering / Instrumentation Technology/ Mechanical Engineering.</p>
	Method of Recruitment	Direct Recruitment based on written test, skill test and interview.

<b>Code No.</b>	<b>Post</b>	<b>Technical Assistant - 01 (UR)</b>
7	Pay Scale	PB-2/5200-20200 GP 2800
	Age Limit	35 Years (as on last date of advertisement)
	Qualification and Experience	<p>1. Degree of a recognized university with five year experience in GP 1900/- in the field of Store and purchase, Administration, Personnel and computer operating in Central/State Govt, University, Research Institutions, Autonomous Organizations.</p> <p>Or</p> <p>1. Masters' Degree with three Years' Experience in GP 2400/- in the field of Store and purchase, Administration, Personnel and computer operating in Central/State Govt, University, Research Institutions, Autonomous Organizations.</p> <p><b>Desirable</b> Degree in computer Science/IT may be preferred.</p>
	Method of Recruitment	Direct Recruitment based on written test, skill test and interview.



Code No.	Post	Technical Assistant - 01 (UR)
8	Pay Scale	PB-2/5200-20200 GP 2800
	Age Limit	35 Years (as on last date of advertisement)
	Qualification and Experience	<p>Diploma in Instrumentation &amp; Control Engineering/Instrumentation Engineering / Instrumentation Technology/Mechanical Engineering or its equivalent from a recognized Institution</p> <p><b>OR</b></p> <p>B.E./B.Tech. in Instrumentation &amp; Control Engineering/ Instrumentation Engineering / Instrumentation Technology/ Mechanical Engineering or its equivalent from a recognized Institution.</p> <p><b>OR</b></p> <p>M.Sc./M.Tech. in Instrumentation &amp; control Engg./Instrument Engg./ Instrument. Tech./Mech. Engg. or its equivalent from a recognized Institution.</p> <p><b>Desirable :</b></p> <p>Experience in handling sophisticated/scientific equipment in Central/State Govt, University, Research Institutions, Autonomous Organizations may be preferred.</p>
	Method of Recruitment	Direct Recruitment based on written test, skill test and interview.

**Note:**

1. Applicants for Academic Posts such as Librarian, Director (Physical Education), Reader (Associate Professor) are required to fill up API score card and send along with the application form. **They are advised to download API proforma from UGC website [www.ugc.ac.in](http://www.ugc.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 (F-3-1/2009 dated 20th June 2010). Candidates may visit the UGC website [www.ugc.ac.in](http://www.ugc.ac.in) for more details. Applicants for Assistant Professors are to provide documentary evidence to the effect that the Ph.D was awarded as per the UGC Regulations, 2009.

## **GENERAL INSTRUCTION FOR CANDIDATES**

1. The University reserves the right to :
  - b) Define the Good Academic Record and subjects covered under relevant/allied/concerned disciplines.
  - c) offer the post at a level lower than that the post applied for, depending upon the qualifications, experience and performance of the candidates;
  - d) not to fill up any of the advertised post.
2. Qualifications and other conditions are applicable as stipulated by the MHRD/UGC regulations from time to time.
3. The Rules and procedure & prescribed by the Govt. of India in respect of the Reserved Categories shall be followed as provided in Section 7 of the University Act and as prescribed by the GOI.
4. The University will have the right to relax any of the qualifications, experience, age etc. in exceptionally deserving cases of all posts on the recommendations of the screening and selection committee.
5. Number of posts advertised may be treated as tentative. The university shall have the right to increase/decrease the number of posts at the time of selection and make appointment accordingly.
6. The candidates will be picked up for interview on the basis of marks obtained in the written test, in order of Merit, in the ratio of 10:1 of the vacancies to be filled up.
7. Reservation Policy will be followed as per the Govt. of India Rules. SC/ST/OBC/PH candidates are required to attach the caste/relevant certificate.
8. A relaxation of 5% marks at the Master's level may be provided to the SC/ST/PH category candidates.
9. Relaxation in age, qualification etc. shall be applicable to the SC/ST, OBC and Physically challenged candidates as per rules of the Govt. of India/ UGC. The employees of Central Govt. / State Govt./ Universities/ shall be granted 5 years relaxation in age limit. The age limit shall be determined with reference to all as on the last date for reaching the application.
10. 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 an expert committee to scrutinize the applications or process administratively depending upon the number of applications.
11. Candidates with higher qualification may be given preference.

12. The process of selection may be by a presentation/seminar/written test/interview or a combination thereof.
13. Higher initial pay may be given to exceptionally qualified and deserving candidates.
14. Applicants not found suitable for higher positions may be considered for lower position in the same area of specialization.
15. The service conditions including pay scale and age of superannuation shall be as per UGC/ Universities rules/ norms.
16. Canvassing in any form may lead to cancellation of candidature.
17. Incomplete applications or without relevant supporting enclosures (self-attested copies of degree/ certificates/marks sheets/ experience certificate, reprint of important publications, etc) will be out-rightly rejected.
18. Qualifications/Experiences etc. as on last date of submission of applications will only be taken into consideration.
19. The University reserves the right to 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.
20. The University shall verify the antecedents or documents submitted by the candidate at any time 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, then his services shall be terminated.
21. In case of any inadvertent mistake in the process of selection, which may be 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.
22. Applicant must enclose with application form processing fee of **Rs. 500/- for General / OBC category and Rs. 125/- for SC/ST and Handicapped category** in the form of Demand Draft drawn in favour of "**Registrar**", Dr. Harisingh Gour University, Sagar (Madhya Pradesh) payable at State Bank of India, University Branch, Branch Code 1143.
23. **The application should be sent through Registered/Speed Post to the Assistant Registrar (Recruitment), Dr. Hari Singh Gour Vishwavidyalaya, Sagar-470 003 (M.P.) latest by 10-03-2013 upto 5.30 pm). Application received after this date may not be considered. The University shall not be responsible for postal delay, if any. Envelope containing application should be superscribed the post applied for.**
24. SC/ST candidates called for interview will be paid sleeper class TA by train or bus fare through shortest routes as per rules .
25. Separate Application Form and fee is required to be filled up for each post in case candidates intend to apply for more than one post.

26. The in-service candidates should apply through proper channel or produce NOC at the time of interview.
27. In case of any dispute, suite or legal proceedings against the University, the territorial jurisdiction shall be restricted to the High Court of MP.

**REGISTRAR**