

## Recruitment on Other Group A Posts

Details of Vacant Positions, Name, Nature and Number of posts, pay scales, category, minimum eligibility for direct requirement to the **posts on regular basis with provision of deputation on short term contract or deputation with provision of absorption** Advertised vide Advt. No-121/Rec/Admn/2017 dated 02.03.2017

S.No.	Name Nature & Number , of post/s / / Pay /Category Age Limits	Minimum Qualifications
1	<p><b>Post -Sr. System Analyst/System Programmer</b></p> <p><b>Category - 1UR</b></p> <p><b>Pay - 15600-39100/- GP 7600/-</b></p> <p><b>Age - Preferably Below 55 Years</b></p>	<p>Essential</p> <p>1<sup>st</sup> Class B.E./B.Tech (Computer Science/ Electronics &amp; Communication/IT) recognized equivalent qualification with not less than 65% marks with 05 years experience out of this, at least three years experience should be in the just next lower or equivalent grade for those working in Govt./Autonomous Bodies/PSU's in Public/Private sector or Ph.D. in relevant subject with 01 years experience. OR 1<sup>st</sup> Class M.Sc. (Computer Science/IT/Electronics)/MCA/M.E./ M.Tech (Computer Science/ Electronics &amp; Communication/IT) with 03 years experience in the relevant field.</p>
2	<p><b>Post - University Engineer</b></p> <p><b>Category - 1UR</b></p> <p><b>Pay - 15600-39100/- GP 6600/-</b></p> <p><b>Age - Preferably below 55 years.</b></p>	<p><b>a.</b> Degree in Civil Engineering OR equivalent and serving under Central Government/State Government/Union territory Administration or Central/State owned autonomous body; <b>And</b></p> <p><b>b.</b> Holding analogous posts; <b>OR</b></p> <p>Holding posts in the grade pay Rs 5400 or above and having minimum (05) five years regular service in the grade; <b>OR</b></p> <p>Holding posts in the grade pay Rs. 4600 and above and having minimum (08) eight years regular service in the grade.</p> <p><b>Desirable:</b></p> <p>Experience in planning, Architecture, Urban designing/ management, supervision/ construction of multi-storied buildings, lecture theatres, laboratories, auditoria, residential quarters, roads, water supply, sanitary installations etc.</p>

3.	<p><b>Post - Accounts Officer</b></p> <p><b>Category - 1 UR</b></p> <p><b>Pay - 15600-39100/- GP 6600/-</b></p> <p><b>Age - Preferably below 55 years.</b></p>	<p>a. Post Graduate with at least 55% of marks in Commerce /Mathematics/Statistics</p> <p style="text-align: center;"><b>OR</b></p> <p>ACA/CA/ICWA/CS/MBA (Finance)/SAS/JAO (Examination conducted by C &amp; AG /CGA)</p> <p>b. 10 years experience in respect of Post Graduate in Commerce / Mathematics /Statistics/ CA/ICWA/CS/MBA(Finance) qualified (12 years experience in respect of SAS/JAO qualified and conversant with commercial accounts) related to financial/accounts/budgetary control matters in Government, Autonomous Bodies or commercial organization/industry of repute out of which 7 years in supervisory responsible positions (atleast 3 years in immediate lower scale of pay of Rs. 15600-39100 (PB-3) with Grade Pay 5400/- or equivalent) with Adequate knowledge of Accounts.</p>
4.	<p><b>Post - Curator</b></p> <p><b>Category - 1UR</b></p> <p><b>Pay- 15600-39100/- GP 5400/-</b></p> <p><b>Age - Preferably below 45 years.</b></p>	<p>Post Graduate in Forestry/Botany/Allied subject with at least 60% of marks.</p> <p><b>Desirable –</b></p> <p>1.Persons having experience in teaching/Botanical garden/ Nursery/ Herbarium will be preferred.</p> <p>2. Ph. D. in relevant field.</p>

## General Instructions to the Candidates

1. Applications can be submitted till this advertisement is kept open at the University website. However, candidates are requested to apply at the earliest possible as the Screening Committee will scrutinize the applications for interview on the basis of requirement.
2. No TA/DA shall be paid to the candidates for attending the interview. However, the SC/ST candidates will be paid second class railway/bus fare by shortest route.
3. *Eligibility of a candidate and satisfaction of any other Short-listing criteria shall be considered as on last date for receipt of application of a particular post.*
4. Candidate must enclose non-refundable application fee of Rs. 500 (Exempted for SC/ST/PH candidates) in the form of a Online Chalan available at University Website or Demand Draft drawn on any nationalized bank in favor of **The Registrar, Guru Ghasidas Vishwavidyalaya, Bilaspur (C.G.) payable at Bilaspur (C.G.)**. Application fees once paid shall not be refunded under any circumstances.
5. The University will not be responsible for postal delay in receipt of the application forms of the candidates.
6. (i) Application incomplete in any respect, (ii) Without substantial proof of statements/information filled in application form shall not be considered.
7. No deletion / alteration will be permitted in the application form after submission of applications. However, candidates are allowed to update the information if extend last date of submission of application form.
8. 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.
9. Officer under the Central / State Governments / Universities /Recognized Research Institutions / Semi – Government, Statutory or Autonomous Organizations holding analogous posts and fulfilling the eligibility conditions may also apply. Their applications can also be considered for appointment for a deputation on short contract basis and or deputation with provisions of absorption subject to the condition that the services shall not be extended beyond the date of superannuation. Such deputation will however if not absorbed will continue for maximum three years from the initial date of appointment.
10. Retired Government servants from Central Govt./State Govt/Central/State Universities/Other Statutory Autonomous bodies/Govt. Sectors/Govt Recognized Organization are also encouraged to apply. In such cases the appointments shall be made on contract for a fixed tenure with fix remuneration negotiable at the time of interview. The upper age limit as per GOI Rules for retired person.
11. "Absorption" will be adopted as a method of recruitment (as per guidelines of GOI) when it is possible to get the services of suitable officers having the requisite qualifications and

experience within the Central Government/State Government/Autonomous Bodies/PSUs etc. Under the provision "absorption", the officer who will come, may be permanently absorbed in the post I grade. Such an "absorption" can be effected only in the "case of officers from the Central Government/State Government/ Autonomous Bodies/PSU s etc.

12. 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.
13. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the University shall be final.
14. Applicants who are in employment should route their applications through proper channel.
15. Candidates should send self attested copies of certificates and mark-sheets from matriculation onwards in support of their qualifications. Originals should not be sent along with the application but these must be produced at the time of interview and joining.
16. Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications laid down in the advertisement.
17. No correspondence will be entertained from candidates regarding postal delays, conduct and result of interview and reasons for not being called for interview.
18. No interim correspondence shall be entertained. Canvassing in any form will be a disqualification.
19. 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.
20. The Selection Committee may decide its own method of evaluating the performance of the candidates in interview.
21. The University will have the right to relax any of the conditions such as experience, age, etc., in deserving cases of all posts. 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.
22. 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. The University will have the right to restrict the candidates to be called for interview 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. Mere eligibility will not entitle any candidate for being called for interview. More stringent criteria may be applied for short-listing the candidates to be called for interview.
24. University may call any suitable person(s) to appear in the Interview who may not have applied in response to the University's Notification.

25. The Chairman Selection Committee shall have the power to lay-down the procedure in respect of any matter not mentioned ABOVE.
26. In cases of any disputes any suites or legal proceedings against the University, the jurisdiction shall be restricted to the Courts in Bilaspur CG which is the headquarters of the University.
27. The University reserves the right to extend the last date for receipt of applications and also 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 appeal shall be entertained.
28. The University reserves the right not to fill any post and also to alter the nature and number of vacancies/appointments if the circumstances so warrant or to withdraw any advertised post(s) at any time without giving any reason.
29. Against the sanctioned Pay Band/Grade Pay/Posts equivalent positions may be filled from a different cadre/post or a lower position in the same cadre/post, with the approval of the competent authority.
30. All the appointments are subject to verification of certificates like credentials, academic qualifications, experience, conduct, medical fitness followed by police verification of the selected candidates. During the period of Institute service, if the Institute, on its verification, finds any discrepancy in the claims made by the candidate, besides departmental proceedings, suitable legal action shall also be initiated as per Government of India Rules.
31. 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 wagger employee in the University will also be considered for relaxation in the age limit if their continuous service rendered is more than six months.
32. No educational qualification shall be considered unless supported by Degree Certificate or Provisional Degree Certificate along with mark sheets. Only a grade card/mark sheet will not be treated as proof of eligibility of the Degree, unless it specifically and unconditionally indicates that the student is eligible for award of degree.
33. Experience Certificate from employer must mention Pay Scale, GP, Duration, Post and all other work experience related details which candidate has claimed in his/her application. It is the responsibility of the candidate to provide conclusive documentary proof(s) in support of experience claimed without which no weightage shall be given.
34. This is a rolling advertisement hence last dates of applications for different posts shall be declared and displayed, from time to time, on university website only. Candidates are advised to visit University website and keep informed regarding updates.
35. Duly filled-in applications in the prescribed format should reach the Registrar, Guru Ghasidas Vishwavidyalaya, Bilaspur (CG) throughout the duration of the advertisement by registered/Speed post only.

REGISTRAR