

DOCTOR HARISINGH GOUR VISHWAVIDYALAYA

(Established under the Central Universities Act, 2009)



SCHEDULE-II

INDEX

ADMINISTRATIVE / MINISTERIAL SERVICES PAY STRUCTURE

Sl. No.	Name of Post	Group	Core Pay Scale as per 6 th CPC		Pay Level as per 7 th CPC	Page No.
			Pay Band (Rs.)	Grade Pay (Rs.)		
I.	STATUTORY POSTS					
1.	Registrar	A	37400-67000	10000	Level 14	7
2.	Finance Officer	A	37400-67000	10000	Level 14	8-9
3.	Controller of Examinations	A	37400-67000	10000	Level 14	10
II.	ADMINISTRATIVE SERVICES					
4.	Director, College Development Council	A	37400-67000	10000	Level 14	11
5.	Deputy Registrar	A	15600-39100 37400-67000 (After 05 yrs.)	7600 8700 (After 05 yrs.)	Level 12 Level 13	12
6.	Assistant Registrar	A	15600-39100	5400	Level 10	13
7.	Section officer	B	9300 – 34800	4600	Level 7	14
8.	Assistant	B	9300 – 34800	4200	Level 6	15
9.	Upper Division Clerk (UDC)	C	5200 – 20200	2400	Level 4	16
10.	Lower Division Clerk (LDC)	C	5200 – 20200	1900	Level 2	17
III.	ISOLATED POSTS					
11.	Internal Audit Officer (On Deputation)	A	15600 – 39100	7600	Level 12	18
12.	Assistant Statistical Officer	B	9300 – 34800	4200	Level 6	19
13.	Law Officer	B	9300 – 34800	4200	Level 6	20
14.	Public Relations Officer	A	15600-39100	5400	Level 10	21

SECRETARIAL SERVICES PAY STRUCTURE

Sl. No.	Name of Post	Group	Core Pay Scale (as per 6 th CPC)		Pay Matrix as per 7 th CPC	Page No.
			Pay Band	Grade Pay		
1.	Private Secretary	B	9300 – 34800	4600	Level 7	22
2.	Personal Assistant	B	9300 – 34800	4200	Level 6	23

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OFFICIAL LANGUAGE SERVICES PAY STRUCTURE

Sl. No.	Name of Post	Group	Core Pay Scale (as per 6 th CPC)		Pay Level as per 7 th CPC	Page No.
			Pay Band	Grade Pay		
1.	Hindi Officer	A	15600 – 39100	5400	Level 10	24-25
2.	Hindi Translator	B	9300 – 34800	4200	Level 6	26-27
3.	Hindi Typist	C	5200-20200	1900	Level 2	28

INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES PAY STRUCTURE

Sl. No.	Name of Post	Group	Core Pay Scale (as per 6 th CPC)		Pay Level as per 7 th CPC	Page No.
			Pay Band	Grade Pay		
1.	Senior System Analyst	A	15600 – 39100	7600	Level 12	29
2.	Networking Administrator	A	15600 – 39100	5400	Level 10	30
3.	System Analyst	A	15600 – 39100	5400	Level 10	31
4.	Senior Technical Assistant (ICT)	B	9300 – 34800	4200	Level 6	32
5.	Technical Assistant (ICT)	C	5200-20200	2800	Level-5	33

TECHNICAL/ LABORATORY SERVICES PAY STRUCTURE

Sl. No.	Name of Post	Group	Core Pay Scale (as per 6 th CPC)		Pay Level as per 7 th CPC	Page No.
			Pay Band	Grade Pay		
1.	Technical Officer	A	15600 – 39100	5400	Level 10	34
2.	Senior Technical Assistant	B	9300 – 34800	4200	Level 6	35-36
3.	Technical Assistant	C	5200 – 20200	2800	Level 5	37-38
4.	Laboratory Assistant	C	5200 – 20200	2400	Level 4	39-40
5.	Laboratory Attendant	C	5200 – 20200	1800	Level 1	41

ISOLATED LABORATORY POSTS PAY STRUCTURE

Sl. No.	Name of Post	Group	Core Pay Scale (as per 6 th CPC)		Pay Level as per 7 th CPC	Page No.
			Pay Band	Grade Pay		
1.	Craft Instructor	B	9300 – 34800	4200	Level 6	42
2.	Section Cutter (Applied Geology)	C	5200 – 20200	2400	Level 4	43
3.	Animal Keeper	C	5200 – 20200	1800	Level 1	44

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YOUTH WELFARE AND CULTURAL ACTIVITIES / AUDIO VISUAL ACTIVITIES PAY STRUCTURE

Sl. No.	Name of Post	Group	Core Pay Scale (as per 6 th CPC)		Pay Level as per 7 th CPC	Page No.
			Pay Band	Grade Pay		
1.	Accompanist (Tabla)	B	9300 – 34800	4200	Level 6	45
2.	Film Operator (Audio Visual Fine & Arts & Performing Arts)	C	5200 – 20200	1900	Level 2	46

MUSEUM AND ARCHIVES SERVICES PAY STRUCTURE

Sl. No.	Name of Post	Group	Core Pay Scale (as per 6 th CPC)		Pay Level as per 7 th CPC	Page No.
			Pay Band	Grade Pay		
1.	Curator (AIH&C)	A	15600 – 39100	5400	Level 10	47
2.	Senior Technical Assistant (Photography)	B	9300 – 34800	4200	Level 6	48
3.	Technical Assistant	C	5200 – 20200	2800	Level 5	49

LIBRARY SERVICES PAY STRUCTURE

Sl. No.	Name of Post	Group	Core Pay Scale (as per 6 th CPC)		Pay Level as per 7 th CPC	Page No.
			Pay Band	Grade Pay/ Academic Grade Pay		
1.	Librarian	A	37400-67000	10000	Academic Level 14	50
2.	Deputy Librarian	A	15600-39100 37400-67000 (After 3 yrs)	8000 9000 (After 3 yrs)	Academic Level 12 Academic Level 13	51
3.	Assistant Librarian	A	15600-39100	6000	Academic Level 10	52-53
4.	Information Scientist	A	15600-39100	5400	Level 10	54
5.	Professional Assistant	B	9300 – 34800	4200	Level 6	55
6.	Semi Professional Assistant	C	5200 – 20200	2800	Level 5	56
7.	Library Assistant	C	5200 – 20200	2000	Level 3	57
8.	Library Attendant	C	5200 – 20200	1800	Level 1	58

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ENGINEERING SERVICES PAY STRUCTURE

Sl. No.	Name of Post	Group	Core Pay Scale (as per 6 th CPC)		Pay Level as per 7 th CPC	Page No.
			Pay Band	Grade Pay		
1.	Executive Engineer	A	15600-39100	6600	Level 11	59-60
2.	Assistant Engineer (Electrical)	B	9300 – 34800	4600	Level 7	61
3.	Assistant Engineer (Civil)	B	9300 – 34800	4600	Level 7	62
4.	Junior Engineer (Civil/Electrical)	B	9300 – 34800	4200	Level 6	63
5.	Draftsman (Applied Geology)	B	9300 – 34800	4200	Level 6	64
6.	Electrician	C	5200 – 20200	2400	Level 4	65
7.	Plumber	C	5200 – 20200	1900	Level 2	66

HEALTH AND MEDICAL SERVICES PAY STRUCTURE

Sl. No.	Name of Post	Group	Core Pay Scale (as per 6 th CPC)		Pay Level as per 7 th CPC	Page No.
			Pay Band	Grade Pay		
1.	Medical Officer	A	15600 – 39100	5400	Level 10	67
2.	Nursing Officer	B	9300 – 34800	4600	Level 7	68
3.	Pharmacist	C	5200 – 20200	2800	Level 5	69
4.	Technician (Pathology)	C	5200 – 20200	2800	Level 5	70
5.	Physiotherapist	B	9300 – 34800	4200	Level 6	71
6.	Dresser/ Medical Attendant	C	5200 – 20200	1800	Level 1	72

TRANSPORT SERVICES PAY STRUCTURE

Sl. No.	Name of Post	Group	Core Pay Scale as per 6 th CPC		Pay Level as per 7 th CPC	Page No.
			Pay Band (Rs.)	Grade Pay (Rs.)		
1.	Driver	C	5200-20200	1900	Level 2	73

GUEST HOUSE/ HOSTEL/ CANTEEN SERVICES PAY STRUCTURE

Sl. No.	Name of Post	Group	Core Pay Scale (as per 6 th CPC)		Pay Level as per 7 th CPC	Page No.
			Pay Band	Grade Pay		
1.	Guest House Manager	B	9300 – 34800	4200	Level 6	74
2.	Cook	C	5200 – 20200	1900	Level 2	75

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SECURITY SERVICES PAY STRUCTURE

Sl. No.	Name of Post	Group	Core Pay Scale (as per 6 th CPC)		Pay Level as per 7 th CPC	Page No.
			Pay Band	Grade Pay		
1.	Security Officer	B	9300 – 34800	4600	Level 7	76
2.	Security Inspector	C	5200 – 20200	2800	Level 5	77

SANITATION SERVICES PAY STRUCTURE

Sl. No.	Name of Post	Group	Core Pay Scale (as per 6 th CPC)		Pay Level as per 7 th CPC	Page No.
			Pay Band	Grade Pay		
1.	Sanitary Inspector	C	5200 – 20200	2800	Level 5	78
2.	Sanitary Supervisor	C	5200 – 20200	2400	Level 4	79

HORTICULTURE/ GARDEN SERVICES PAY STRUCTURE

Sl. No.	Name of Post	Group	Core Pay Scale (as per 6 th CPC)		Pay Level as per 7 th CPC	Page No.
			Pay Band	Grade Pay		
1.	Horticulturist	B	9300 – 34800	4600	Level 7	80

PHYSICAL EDUCATION/SPORT SERVICES PAY STRUCTURE

Sl. No.	Name of Post	Group	Core Pay Scale as per 6 th CPC		Pay Level as per 7 th CPC	Page No.
			Pay Band (Rs.)	Grade Pay (Rs.)		
1.	Director of Physical Education	A	37400-67000	10000	Academic Level 14	81
2.	Assistant Director of Physical Education	A	15600 – 39100	6000	Academic Level 10	82-83
3.	Multi-Tasking Staff (MTS)	C	5200-20200	1800	Level 1	84

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ADMINISTRATIVE / MINISTERIAL SERVICES PAY STRUCTURE

Sl. No.	Name of Post	Group	Core Pay Scale as per 6 th CPC		Pay Level as per 7 th CPC
			Pay Band (Rs.)	Grade Pay (Rs.)	
I.	STATUTORY POSTS				
1.	Registrar	A	37400-67000	10000	Level 14
2.	Finance Officer	A	37400-67000	10000	Level 14
3.	Controller of Examinations	A	37400-67000	10000	Level 14
II.	ADMINISTRATIVE SERVICES				
4.	Director, College Development Council	A	37400-67000	10000	Level 14
5.	Deputy Registrar	A	15600-39100 37400-67000 (After 05 yrs.)	7600 8700 (After 05 yrs.)	Level 12
6.	Assistant Registrar	A	15600-39100	5400	Level 10
7.	Section officer	B	9300 – 34800	4600	Level 7
8.	Assistant	B	9300 – 34800	4200	Level 6
9.	Upper Division Clerk (UDC)	C	5200 – 20200	2800	Level 4
10.	Lower Division Clerk (LDC)	C	5200 – 20200	1900	Level 2
III.	ISOLATED POSTS				
11.	Internal Audit Officer (On Deputation)	A	15600 – 39100	7600	Level 12
12.	Assistant Statistical Officer	B	9300 – 34800	4200	Level 6
13.	Law Officer	B	9300 – 34800	4200	Level 6
14.	Public Relations Officer	B	9300 – 34800	4200	Level 6

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RECRUITMENT RULES FOR THE POST OF REGISTRAR

1.	Name of Post	Registrar
2.	Number of Post(s)	One (01)
3.	Classification	Group 'A'
4.	Scale of Pay	Level 14
5.	Whether selection or non-selection post	Not Applicable
6.	Age Limit for direct recruits	Preferably below 57 years
7.	Educational and other qualifications required for direct recruits	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 08 years' of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration, OR Comparable experience in a research establishment and/or other institutions of higher education, OR 15 years of administrative experience, of which 08 years shall be as Deputy Registrar or an equivalent post.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods.	Direct/Deputation for a term of five years or till attaining the age of 62 years, whichever is earlier (Eligible for reappointment after observance of due selection process)
11.	In case of recruitment by deputation, grades from which deputation to be made	as indicated in Col. 7
12.	Composition of Selection Committee for Direct Recruitment	i. Vice Chancellor – Chairperson ii. A nominee of the Visitor iii. Two members of the Executive Council nominated by it. iv. One person not in the service of the University nominated by the Executive Council. v. A representative of SC/ ST/ OBC/ Minority/ Women/ Differently-abled categories, if any of candidate(s) representing these categories is/ are the applicant(s), and if any of the above members of the selection committee do not belong to that category, to be nominated by the Vice Chancellor. From above (ii), (iii) & (iv), at least three of them attend the meeting.

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RECRUITMENT RULES FOR THE POST OF FINANCE OFFICER

1.	Name of Post	Finance Officer
2.	Number of Post(s)	One (01)
3.	Classification	Group 'A'
4.	Scale of Pay	Level 14
5.	Whether selection or non-selection post	Not Applicable
6.	Age Limit for direct recruits	Preferably below 57 years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <ul style="list-style-type: none">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 08 years' of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration, <p style="text-align: center;">OR</p> <p>Comparable experience in a research establishment and/or other institutions of higher education,</p> <p style="text-align: center;">OR</p> <p>15 years of administrative experience, of which 08 years shall be as Deputy Registrar or an equivalent post.</p> <p>Desirable: Persons possessing Master's degree in Business Administration (Finance)/ Commerce or possessing CA/ ICWA qualification.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods.	<p>Direct/Deputation for a term of five years or till attaining the age of 62 years, whichever is earlier</p> <p>(Eligible for reappointment after observance of due selection process)</p>
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	<p>Deputation: By drawing officers belonging to Audit and Accounts Services or other similar organised Accounts Services in Central / State Govt., holding analogous posts on regular basis.</p> <p style="text-align: center;">OR</p> <p>With three years regular service in Level 13 or equivalent in the area of Audit and Accounts in any Govt. Department/ Autonomous Bodies.</p> <p style="text-align: center;">OR</p> <p>With eight years regular service in Level 12 in the area of Audit and Accounts in any Govt. Department/ Autonomous Bodies.</p>
12.	Composition of Selection Committee for direct recruitment	<ul style="list-style-type: none">i. Vice Chancellor – Chairpersonii. A nominee of the Visitoriii. Two members of the Executive Council nominated by it.iv. One person not in the service of the University nominated by the Executive Council.v. A representative of SC/ ST/ OBC/ Minority/ Women/ Differently-abled categories, if any of candidate(s) representing these categories is/ are the applicant(s), and if any of the above members of the selection committee do not belong to that category, to be nominated by the Vice

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		<p>Chancellor.</p> <p>From above (ii), (iii) & (iv), at least three of them attend the meeting.</p>
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RECRUITMENT RULES FOR THE POST OF CONTROLLER OF EXAMINATIONS

1.	Name of Post	Controller of Examinations
2.	Number of Post(s)	One (01)
3.	Classification	Group 'A'
4.	Scale of Pay	Level 14
5.	Whether selection or non-selection post	Not Applicable
6.	Age Limit for direct recruits	Preferably below 57 years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <ol style="list-style-type: none">Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed.At least 15 years' of experience as Assistant Professor in the Academic Level 11 and above or with 08 years' of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration, <p style="text-align: center;">OR</p> <p>Comparable experience in a research establishment and/or other institutions of higher education,</p> <p style="text-align: center;">OR</p> <p>15 years of administrative experience, of which 08 years shall be as Deputy Registrar or an equivalent post.</p> <p>Desirable:</p> <p>Relevant experience in conducting University/ National level educational institutions examinations or other comparable examinations.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods.	Direct/Deputation For a term of five years or till attaining the age of 62 years, whichever is earlier. (Eligible for reappointment after observance of due selection process)
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	as indicated in Col. 7
12.	Composition of DPC or Selection Committee	<ol style="list-style-type: none">Vice Chancellor – ChairpersonA nominee of the VisitorTwo members of the Executive Council nominated by it.One person not in the service of the University nominated by the Executive Council.A representative of SC/ ST/ OBC/ Minority/ Women/ Differently-abled categories, if any of candidate(s) representing these categories is/ are the applicant(s), and if any of the above members of the selection committee do not belong to that category, to be nominated by the Vice Chancellor. <p>From above (ii), (iii) & (iv), at least three of them attend the meeting.</p>

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RECRUITMENT RULES FOR THE POST OF DIRECTOR (COLLEGE DEVELOPMENT COUNCIL)

1.	Name of Post	Director (College Development Council)
2.	Number of Post(s)	One (01)
3.	Classification	Group 'A'
4.	Scale of Pay	Level 14
5.	Whether selection or non-selection post	Not Applicable
6.	Age Limit for direct recruits	Preferably below 57 years
7.	Educational and other qualifications required for direct recruits	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 08 years' of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration, OR Comparable experience in a research establishment and/or other institutions of higher education, OR 15 years of administrative experience, of which 08 years shall be as Deputy Registrar or an equivalent post.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods.	Direct/ Deputation For a term of five years or till attaining the age of 62 years, whichever is earlier.
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	as indicated in Col. 7
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF DEPUTY REGISTRAR

1.	Name of Post	Deputy Registrar
2.	Number of Post(s)	Five (05)
3.	Classification	Group 'A'
4.	Scale of Pay	Level 12 Level 13 (after 5 years of service)
5.	Whether selection or non-selection post	Not Applicable for Direct Recruitment Selection in case of promotion
6.	Age Limit for direct recruits	50 years
7.	Educational and other qualifications required for direct recruits	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. Nine years' of experience as Assistant Professor in the Academic Level 10 and above with experience in educational administration, OR Comparable experience in research establishment and/ or other institutions of higher education, OR Five years' of administrative experience as Assistant Registrar or in an equivalent post. Desirable : Relevant Experience in the areas of Establishment/ Examinations/ Finance.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age: No Qualification: No, but must possess at least Bachelor's degree from a recognized University/ Institute.
9.	Period of probation, if any	One Year
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods.	75% by direct recruitment/deputation 25% by promotion failing which by deputation.
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Promotion: Assistant Registrar with five years' regular service in Level 11 Deputation: Officers from the Central / State Government or Institutes of national importance or Universities / University level Institution or PSU : a)i) holding analogous post or ii)with five years regular service in Level 11 or iii) with eight years regular service in Level 10 b) Experience in administration, establishment and accounts matters. c) Possessing educational qualification as prescribed in Col.7
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF ASSISTANT REGISTRAR

1.	Name of Post	Assistant Registrar
2.	Number of Post(s)	Eight (08)
3.	Classification	Group 'A'
4.	Scale of Pay	Level 10 (for direct recruitment) (Group A) Level 9 (for promotees) Group B
5.	Whether selection or non-selection post	Not Applicable in case of Direct Recruitment Selection in case of promotion
6.	Age Limit for direct recruits	40 years
7.	Educational and other qualifications required for direct recruits	Essential: Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age: No Qualification: No, but must possess at least Bachelor's degree from a recognized University/ Institute.
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods.	50% by direct recruitment 50% by promotion, failing which by deputation.
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Promotion: Section Officer/ Private Secretary with three years regular service in Level 7. The selection will be based on the ratio 3:1 from among Section officers and Private Secretaries Deputation:- Officers holding analogous posts on regular basis or with 5 years regular service in Level 7/Level 8 in the Central/ State Government, Universities and other autonomous organizations and possessing educational qualification as prescribed in Col.7.
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF SECTION OFFICER

1.	Name of Post	Section Officer
2.	Number of Post(s)	Thirty One (31)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 7
5.	Whether selection or non-selection post	Not Applicable for direct recruitment Non-Selection in case of promotion
6.	Age Limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	Essential: i. Bachelor's degree from a recognized University/ Institute ii. At least three years' experience as Assistant or equivalent posts in Level 6 or Eight years' experience as UDC or equivalent post in Level 4 of any Central/State Govt./University/Public Sector Undertakings and other Central or State Autonomous Bodies or holding equivalent positions iii. Working knowledge of computer applications, noting and drafting.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age : No Qualification : Yes
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods.	75% by Promotion according to seniority-cum-fitness. 25% by Direct Recruitment (based on written test and skill test)
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Promotion: Assistants with five years regular service in Level 6.
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF ASSISTANT

1.	Name of Post	Assistant
2.	Number of Post(s)	Fifty Two (52)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 6
5.	Whether selection or non-selection post	Selection/Non-Selection in case of promotion
6.	Age Limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods.	75% by Promotion according to seniority cum fitness 25% by promotion through Limited Departmental Competitive examination from the cadre of UDC with three year regular service.
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Promotion: UDC with five years regular service in Level 4
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF UPPER DIVISION CLERK

1.	Name of Post	Upper Division Clerk
2.	Number of Post(s)	Sixty Five (65)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 4
5.	Whether selection or non-selection post	Non-Selection in case of seniority cum fitness Selection in case of Departmental Competitive Examination
6.	Age Limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods.	75% by Promotion according to seniority cum fitness 25% by promotion through Limited Departmental Competitive examination from the cadre of LDC/Hindi Typist with three year regular service.
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Promotion: Lower Division Clerk/Hindi Typist with five years regular service in Level 2.
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF LOWER DIVISION CLERK

1.	Name of Post	Lower Division Clerk
2.	Number of Post(s)	One Hundred Twenty Seven (127)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 2
5.	Whether selection or non-selection post	Not Applicable for Direct Recruitment Selection in case of promotion Non-Selection for Col. 10 (iii)
6.	Age Limit for direct recruits	30 years
7.	Educational and other qualifications required for direct recruits	Essential : (i) 10+2 from a recognized Board. (ii) English Typing @ 35 wpm OR Hindi Typing @ 30 wpm (35wpm and 30wpm correspond to 10500KDPH/ 9000KDPH on an average of 5 Key depressions for each work) (iii) Proficiency in Computer Operations.
(8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age : No Qualification : Yes
9.	Period of probation, if any	Two years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods.	i) 85% by Direct Recruitment through written and skill test in various components of MS Office particularly in MS Word, MS Excel, etc. ii) 10% of vacancies shall be filled up from amongst the Group 'C' employees in the Level 1 and who possess Senior Secondary(10+2) or equivalent qualification and have rendered three years regular service in the grade, on the basis of the departmental qualifying examination. Note: The panel shall be valid for a period of one year. iii) Promotion: 5% of the vacancies shall be filled on seniority-cum-fitness basis from Group 'C' (MTS) employees who have five years regular service in posts with the Level 1 subject to fulfilling the educational qualification of (10+2) or equivalent.
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	As indicated at Col. 10.
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF INTERNAL AUDIT OFFICER

1.	Name of Post	Internal Audit Officer (On Deputation)
2.	Number of Post	One (01)
3.	Classification	Group 'A'
4.	Scale of Pay	Level 12
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	Deputation
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Deputation: By drawing officers belonging to Audit and Accounts Services or other similar organised Accounts Services in Central / State Govt., holding analogous posts on regular basis. OR Three years regular service in Level 11 in the area of Audit and Accounts in any Govt. Department/ Autonomous Bodies. OR Five years regular service in Level 10 in the area of Audit and Accounts in any Govt. Department/ Autonomous Bodies.
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF ASSISTANT STATISTICAL OFFICER

1.	Name of Post	Assistant Statistical Officer
2.	Number of Post	One (01)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 6
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	(i) Master's degree in Statistics/Mathematical Statistics/ Applied Statistics. OR Master's degree in Mathematics/Economics with Statistics as one of the subjects at Bachelor's degree level as well as one or two papers at Master's degree level. (ii) Two years' experience in collection, compilation, tabulation, analysis & interpretation of statistical data in a Central/State Govt., PSUs/Statutory Bodies/ Autonomous Organizations
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	Direct Recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF LAW OFFICER

1.	Name of Post	LAW OFFICER
2.	Number of Post(s)	One (01)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 6
5.	Whether selection or non-selection post	Not Applicable
6.	Age Limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>Degree in Law (Professional) from a recognized University/ Institute</p> <p>At least 3 years' experience in dealing with court cases in a government/semi government organization/universities/ autonomous bodies and/or practice before High Court or Lower Court in Civil /Labour matters.</p> <p>Good working knowledge of Computer Applications.</p> <p>Desirable :</p> <p>Diploma in IPR or Labour Laws</p> <p>Good Drafting and noting skills and knowledge of service rules applicable to Central Government employees</p> <p>Duties :</p> <p>The persons so selected is expected to attend all kinds of legal matters, writ petitions, preparation of para-wise comments on the writ petitions/ draft replies, drafting of contract agreements/ MoUs with various bodies of academic matters, liaison with Standing Counsel/Panel Advocates before the Supreme Court/High Court and Lower Courts.</p> <p>Note : The persons so appointed will not be allowed to do private practice.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods.	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable.
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF PUBLIC RELATION OFFICER

1.	Name of Post	Public Relation Officer
2.	Number of Post(s)	One (01)
3.	Classification	Group 'A'
4.	Scale of Pay	Level 10
5.	Whether selection or non-selection post	Not Applicable
6.	Age Limit for direct recruits	40 years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i. Masters' Degree in Journalism and Mass Communication from recognized University / Institutewith at least 55% of marks or an equivalent grade in a point scale wherever grading system is followed</p> <p style="text-align: center;">OR</p> <p>Masters' Degree in any discipline with First Division and P.G. Diploma in journalism and Mass Communication from recognized University / Institute</p> <p>ii. At least Five years' experience in the editorial department/ Centre of any established English/ regional Newspaper accredited with ABC, National News Agencies, Radio or Television, Film Media, reputed advertising agencies with excellent command of speaking in English, Hindi and Regional Language.</p> <p>Desirable: Good working knowledge of computer applications.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods.	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF PRIVATE SECRETARY

1.	Name of Post	Private Secretary
2.	Number of Post	Three (03)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 7
5.	Whether selection or non-selection post	Not Applicable for direct recruitment Selection in case of promotion
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	Essential: <ol style="list-style-type: none">1. A Bachelor's Degree from a recognized University/Institute.2. At least 03 Years experience as Personal Assistant in a University/ Research establishment/ Central/ State Govt. /PSU and other autonomous bodies.3. English/Hindi Stenography speed:120 wpm in English or 100 wpm in Hindi4. English/Hindi Type speed: 35 w.p.m. in English or 30 w.p.m.in Hindi.5. Knowledge of computer applications. Skill Test Norms on Computer: Dictation: 10 minutes @ 120 w.p.m./100 w.p.m. Transcription : 50 minutes (English)/ 60 minutes (Hindi)
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	25% by promotion through seniority-cum-fitness subject to qualifying the stenography test, failing which by deputation. 75% by direct recruitmentfailing which by deputation.
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Promotion: Personal Assistant having 05 years regular service in Level 6 through seniority-cum-fitness and subject to qualifying the Stenography test at a speed as specified in the Recruitment Rules. Deputation: Persons holding analogous posts on regular basis or with 3 years regular service as PA/Senior Stenographer in the Level 6 of any Central/State Govt./University/Public Sector Undertakings and other Central or State Autonomous Bodies and fulfilling the educational qualifications and other professional requirements as prescribed at column 7.
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF PERSONAL ASSISTANT

1.	Name of Post	Personal Assistant
2.	Number of Post	Five (5)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 6
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	Essential : <ol style="list-style-type: none">1. A Bachelor's Degree in any discipline from any recognised Institute/ University.2. Proficiency in Stenography in English or Hindi with minimum speed of 100wpm.3. Proficiency in Typing in English or Hindi with minimum speed of 35 / 30 wpm respectively.4. Knowledge of Computer Applications.5. Two years' experience as Stenographer or equivalent in Central State Govt. Organisations / University Research Institution or Central / State autonomous Institution/reputed private institutions having a turnover 200 Crores. Skill Test Norms on Computer: Dictation: 10 minutes @ 100 w.p.m. Transcription : 40 minutes English/55 minutes Hindi
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF HINDI OFFICER

1.	Name of Post	Hindi Officer
2.	Number of Post	One (01)
3.	Classification	Group 'A'
4.	Scale of Pay	Level 10
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	40 years
7.	Educational and other qualifications required for direct recruits	<p>Essential :</p> <p>Master's Degree of a recognised University in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree level;</p> <p>OR</p> <p>Master's Degree of a recognized University in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level;</p> <p>OR</p> <p>Master's degree of a recognised University in any subject other than Hindi or English, with Hindi medium and English as a compulsory or elective subject or as the medium of examination at the degree level;</p> <p>OR</p> <p>Master's degree of a recognised University in any subject other than Hindi or English. With English Medium and Hindi as a compulsory or elective subject or as a medium of a examination at the degree level;</p> <p>OR</p> <p>Master's Degree of a recognized University in any subject other than Hindi or English, with Hindi and English as a compulsory or elective subjects or either of the two as a medium of examination and the other as a compulsory or elective subject at the degree level</p> <p>AND</p> <p>Three Years experience of using / applying terminology (terminological work) in Hindi and translation work from English to Hindi or vice-versa, preferably of technical or scientific literature under Central / State Govt. / Autonomous Body / Statutory Organisation / PSU / Universities or recognised research or educational institutes</p> <p>OR</p> <p>Three Years experience of teaching in Hindi and English or research in Hindi or English under Central / State Govt./ Autonomous Body/ Statutory Organisations/ PSUs/ Universities or recognised research or educational institutions.</p> <p>Desirable:</p> <p>Studied one of the languages other than Hindi included in the 8th schedule of the Constitution at 10th level from a recognised board.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment failing which by deputation
11.	In case of recruitment by promotion/	Deputation: Officers from the Central Govt./ State Govt./

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	deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	University System or other similar organisations: i. holding analogous posts; OR with five years' service in posts in the PB-2 Grade Pay Rs. 4800/ 4600/4200 or equivalent; ii. Possessing educational and other qualifications as prescribed for direct recruits at Col. 7.
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF HINDI TRANSLATOR

1.	Name of Post	Hindi Translator
2.	Number of Post	One (01)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 6
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	Essential : Master's Degree of a recognised University in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree level; OR Master's Degree of a recognized University in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level; OR Master's degree of a recognised University in any subject other than Hindi or English, with Hindi medium and English as a compulsory or elective subject or as the medium of examination at the degree level; OR Master's degree of a recognised University in any subject other than Hindi or English with English medium and Hindi as a compulsory or elective subject or as a medium of a examination at the degree level; OR Master's Degree of a recognized University in any subject other than Hindi or English, with Hindi and English as a compulsory or elective subjects or either of the two as a medium of examination and the other as a compulsory or elective subject at the degree level AND Recognised Diploma or Certificat Course in translation from Hindi to English and vice-versa or two years' experience of trnslation work from Hindi to English and vice versa in Central or State Government office, including Government of India undertaking.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment failing which by deputation
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Deputation: Officers from the Central Govt./ State Govt./ University System or other similar organisations: i. holding analogous posts; OR with three years' service in posts in the scale of Rs. 5200-20200 (PB-1) + Grade Pay Rs. 2800/ 2400 or equivalent; AND ii. Possessing educational and other qualifications as prescribed for direct recruits at Col. 7.
12.	Composition of DPC or Selection	As per Cadre Recruitment Rules Non-Teaching and other

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	Committee	Academic Posts, 2018– Schedule-I
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RECRUITMENT RULES FOR THE POST OF HINDI TYPIST

1	Name of Post	Hindi Typist
2	Number of Post(s)	One (01)
3	Classification	Group 'C'
4	Scale of Pay	Level 2
5	Whether selection or non-selection post	Not Applicable
6	Age Limit for Direct Recruits	30 Years
7	Education and other qualifications required for direct recruits	(i) 10+2 or equivalent qualification from a recognized Board. (ii) Hindi Typing @ 30 w.p.m. (30 w.p.m. correspond to 10500 KDPH/9000 KDPH on an average of 5 Key depression for each word) (iii) Working knowledge of Computer
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9	Period of probation, if any	Two Years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods.	100% by direct recruitment
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/ deputation/absorption to be made.	Not Applicable
12	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF SENIOR SYSTEM ANALYST

1.	Name of Post	Senior System Analyst
2.	Number of Post	One (01)
3.	Classification	Group 'A'
4.	Scale of Pay	Level 12
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	50 years
7.	Educational and other qualifications required for direct recruits	<p>Essential: M.E./M.Tech. (Computer Science/ Information Technology) or equivalent with two years of relevant experience.</p> <p>OR B.E./ B. Tech. (Computer Science/ Information Technology) or equivalent with five years of relevant experience.</p> <p>OR Master in Computer Applications (MCA) or equivalent with five years of relevant experience</p> <p>OR M.Sc. (Computer Science/ Information Science) from a recognized University/ Institute with six years of relevant experience</p> <p>Desirable: Relevant experience in software development/automation/networking.</p> <p>Note: All qualifying degrees with at least 60% marks.</p> <p>Relevant experience should be in Central / State Govt. Organisations / University Research Institution or Central / State autonomous Institution/reputed private institutions having a turnover 200 Crores.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF NETWORKING ADMINISTRATOR

1.	Name of Post	Networking Administrator
2.	Number of Post	One (01)
3.	Classification	Group 'A'
4.	Scale of Pay	Level 10
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	40 years
7.	Educational and other qualifications required for direct recruits	Essential: M.E./M.Tech. (Computer Science/ Information Technology/ Electronics and Communication Engg.) or equivalent. OR B.E./ B. Tech. (Computer Science/ Information Technology/ Electronics and Communication Engg.) or equivalent with two years of relevant experience. OR Master in Computer Applications (MCA) or equivalent with two years of relevant experience. OR M.Sc. (Computer Science/ Information Science) from a recognized University/ Institute with three years of relevant experience Note: Relevant experience in design, installation and maintenance of LAN / WAN /Wi-fi and network management applications in Central / State Govt. Organisations / University Research Institution or Central / State autonomous Institution/reputed private institutions having a turnover 200 Crores. All qualifying degrees with at least 60% marks.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF SYSTEM ANALYST

1.	Name of Post	System Analyst
2.	Number of Post	Two (02)
3.	Classification	Group 'A'
4.	Scale of Pay	Level 10
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	40 years
7.	Educational and other qualifications required for direct recruits	<p>Essential: M.E./M.Tech. (Computer Science/ Information Technology) or equivalent.</p> <p>OR B.E./ B. Tech. (Computer Science/ Information Technology) or equivalent with two years of relevant experience.</p> <p>OR Master in Computer Applications (MCA) or equivalent with two years of relevant experience.</p> <p>OR M.Sc. (Computer Science/ Information Science) from a recognized University/ Institute with three years of relevant experience</p> <p>Note: Relevant experience in software development/Web design/ automation in Central / State Govt. Organisations / University Research Institution or Central / State autonomous Institution/reputed private institutions having a turnover 200 Crores.</p> <p>All qualifying degrees with at least 60% marks.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF SENIOR TECHNICAL ASSISTANT (ICT)

1.	Name of Post	Senior Technical Assistant (ICT)
2.	Number of Post	Three (03)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 6
5.	Whether selection or non-selection post	Not Applicable in case of direct recruitment Selection in case of promotion
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	Essential: B.E./ B. Tech. (Computer Science/ Information Technology/ Electronics and Communication Engg.) from a recognized university/institute. OR Master in Computer Applications (MCA) or equivalent from a recognized university/institute. OR M.Sc. (Computer Science/ Information Science) from a recognized University/ Institute Note: All qualifying degrees with atleast 60% marks.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age: No Academic Qualification: Yes
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	50% by direct recruitment 50% by promotion, failing which by deputation/ direct recruitment (as may be decided by the competent authority)
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Promotion: Technical Assistant with five years regular service in Level 5
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF TECHNICAL ASSISTANT (ICT)

1.	Name of Post	Technical Assistant (ICT)
2.	Number of Post	One (1)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 5
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	32 years
7.	Educational and other qualifications required for direct recruits	Essential: i. B.E./ B. Tech. (Computer Science/ Information Technology/ Electronics and Communication Engg.) from a recognized university/institute. OR Master in Computer Applications (MCA) or equivalent from a recognized university/institute. OR M.Sc. (Computer Science) or equivalent from a recognized University/ Institute OR BCA / B.Sc.(Computer Science) or equivalent with three years relevant experience Note: Relevant experience should be in Central / State Govt. Organisations / University Research Institution or Central / State autonomous Institution/reputed private institutions having a turnover 200 Crores. All qualifying degrees with at least 55% marks.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	Direct Recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF TECHNICAL OFFICER

1.	Name of Post	Technical Officer
2.	Number of Post	Four (4)
3.	Classification	Group 'A'
4.	Scale of Pay	Level 10 (for direct recruitment) (Group A) Level 9 (for promotees) Group B
5.	Whether selection or non-selection post	Not Applicable in case of direct recruitment Non-Selection in case of promotion
6.	Age limit for direct recruits	40 years
7.	Educational and other qualifications required for direct recruits	Essential : I Academic Qualification: Masters' Degree in Science in relevant subject. OR M.E./M.Tech. in relevant field. OR B.E./B.Tech. in relevant field II 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. Desirable : Ph.D. Note : University may decide the field of specialization depending on the requirement at the time of advertisement.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No but must possess a Graduate degree in Science/Engineering and Technology.
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	50% by Promotion 50% by Direct Recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Promotion: Senior Technical Assistant with five years regular service in Level 6 by seniority cum fitness.
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF SENIOR TECHNICAL ASSISTANT

1.	Name of Post	Senior Technical Assistant
2.	Number of Post	Eight (8)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 6
5.	Whether selection or non-selection post	Not Applicable for direct recruitment Non-selection/Selection in case of promotion
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	Essential: I Qualification : i. <u>Senior Technical Assistant (Physical/ Chemical Science):</u> Master's degree in Physics/ Chemistry with at least 55% of marks from a recognized University/Institute or B. Sc. in relevant discipline with 5 years experience in Research Laboratory in University/ National Level R&D Laboratory. ii. <u>Senior Technical Assistant (Biological Science):</u> Master's degree in Botany/Zoology/ Biotechnology/ Microbiology/ Biochemistry/ Environmental Science with at least 55% of marks from a recognized University/Institute or B.Sc. in relevant discipline with 5 years experience in Research Laboratory in University/ National Level R&D Laboratory. iii. <u>Senior Technical Assistant (Pharmaceutical Science):</u> Master's degree in Pharmacy with at least 55% of marks from a recognized University/ Institute or B.Sc. in relevant discipline with 5 years experience in Research Laboratory in University/ National Level R&D Laboratory. iv. <u>Senior Technical Assistant (Applied Sciences):</u> Master's degree in Geology/ Anthropology with at least 55% of marks from a recognized University/ Institute or B.Sc. in relevant discipline with 5 years experience in Research Laboratory in University/ National Level R&D Laboratory. v. <u>Senior Technical Assistant (Humanities/Social Sciences):</u> Master's degree in Psychology/ Education with at least 55% of marks from a recognized University/Institute or B.Sc. in relevant discipline with 5 years experience in Research Laboratory in University/ National Level R&D Laboratory. vi. <u>Senior Technical Assistant (Criminology & Forensic Science) :</u> Master's degree in Criminology/Forensic Science with at least 55% of marks from a recognized University/Institute or B.Sc. in relevant discipline with 5 years experience in Research Laboratory in

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		<p>University/ National Level R&D Laboratory.</p> <p>vii. <u>Senior Technical Assistant (Sophisticated Instrumentation Centre) :</u> First Class degree in B.E./B.Tech. in Instrumentation and Control Engineering/ Instrumentation Engineering / Instrumentation Technology/ Electronics and Communication Engineering/ Electronics and Electrical Engineering or M.Sc. in Instrumentation and Control Engineering / Instrumentation Technology/ Electronics Engineering from a recognized University/Institute with 5 years experience in Research Laboratory in University/ National Level R&D Laboratory.</p> <p>Note : University to advertise the qualification as per its functional requirement. .</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	<p>25% by direct recruitment</p> <p>50% by promotion by seniority cum fitness.</p> <p>25% by promotion from the cadre of Technical Assistant subject to fulfillment of prescribed qualification for direct recruitment and three years regular service in Level 5 Pay Matrix based on a departmental test, failing which by deputation/ direct recruitment (as may be decided by competent authority)</p>
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Promotion: Technical Assistant with five years regular service in Level 5 Pay Matrix.
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF TECHNICAL ASSISTANT

1.	Name of Post	Technical Assistant
2.	Number of Post	Twenty Four (24)
3.	Classification	Group 'C'
4.	Pay Band & Grade Pay	Level 5
5.	Whether selection or non-selection post	Not Applicable for direct recruitment Non-Selection in case of promotion
6.	Age limit for direct recruits	32 years
7.	Educational and other qualifications required for direct recruits	Essential: <ul style="list-style-type: none">i. <u>Technical Assistant (Physical/ Chemical Science):</u> Bachelor's degree in Physics/ Chemistry with at least 55% of marks from a recognized University with three years of working experience in a Research Laboratory in a University/ National Level R&D Laboratory.ii. <u>Technical Assistant (Biological Science):</u> Bachelor's degree in Botany/Zoology/ Biotechnology/ Microbiology/ Biochemistry/ Environmental Science with at least 55% of marks from a recognized University with three years of working experience in a Research Laboratory in a University/ National Level R&D Laboratory.iii. <u>Technical Assistant (Pharmaceutical Science):</u> Bachelor's degree in Pharmacy with at least 55% of marks from a recognized University with three years of working experience in a Research Laboratory in a University/ National Level R&D Laboratory.iv. <u>Technical Assistant (Applied Sciences):</u> Bachelor's degree in Forensic Science/ Geology/ Anthropology with at least 55% of marks from a recognized University with three years of working experience in a Research Laboratory in a University/ National Level R&D Laboratory.v. <u>Technical Assistant (Humanities/Social Sciences):</u> Bachelor's degree in Psychology/ Education with at least 55% of marks from a recognized University with three years of working experience in a Research Laboratory in a University/ National Level R&D Laboratory.vi. <u>Technical Assistant (Criminology & Forensic Science):</u> Bachelor's degree in Criminology/Forensic Science with at least 55% of marks from a recognized University/Institutewith three years of working experience in a Research Laboratory in a University/ National Level R&D Laboratory.viii. <u>Technical Assistant (Sophisticated Instrumentation Centre):</u> Bachelor's degree in Instrumentation and Control Engineering/ Instrumentation Engineering / Instrumentation Technology/ Electronics Engineering or M.Sc. in Instrumentation and Control Engineering / Instrumentation Technology/ Electronics Engineering with atleast 55% of marks from a recognized

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		University/Institute with three years of working experience in a Research Laboratory in a University/ National Level R&D Laboratory. Note : University to advertise the qualification as per its functional requirement. .
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	75% by promotion subject to seniority-cum fitness 25% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Promotion: Laboratory Assistant with five years of regular service in Level 4..
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF LABORATORY ASSISTANT

1.	Name of Post	Laboratory Assistant
2.	Number of Post	Twenty Nine (29)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 4
5.	Whether selection or non-selection post	Not Applicable in case of direct recruitment Non-selection in case of promotion Selection in case of Departmental Competitive Examination
6.	Age limit for direct recruits	30 years
7.	Educational and other qualifications required for direct recruits	Essential: i. <u>Laboratory Asstt (Physical/ Chemical Science):</u> Bachelor's degree in Physics/ Chemistry with at least 55% of marks from a recognized University with two years of working experience in a Research Laboratory in a University/ National Level R&D Laboratory. ii. <u>Laboratory Asstt (Biological Science):</u> Bachelor's degree in Botany/Zoology/ Biotechnology/ Microbiology/ Biochemistry/ Environmental Science with at least 55% of marks from a recognized University with two years of working experience in a Research Laboratory in a University/ National Level R&D Laboratory. iii. <u>Laboratory Asstt (Pharmaceutical Science):</u> Bachelor's degree in Pharmacy with at least 55% of marks from a recognized University with two years of working experience in a Research Laboratory in a University/ National Level R&D Laboratory. iv. <u>Laboratory Asstt. (Applied Sciences):</u> Bachelor's degree in Forensic Science/ Geology/ Anthropology with at least 55% of marks from a recognized University with two years of working experience in a Research Laboratory in a University/ National Level R&D Laboratory. v. <u>Laboratory Asstt. (Humanities/Social Sciences):</u> Bachelor's degree in Psychology/ Education with at least 55% of marks from a recognized University with two years of working experience in a Research Laboratory in a University/ National Level R&D Laboratory. vi. <u>Laboratory Asstt. (Criminology & Forensic Science):</u> Bachelor's degree in Criminology/Forensic Science with at least 55% of marks from a recognized University with two years of working experience in a Research Laboratory in a University/ National Level R&D Laboratory. Note : University to advertise the qualification as per its functional requirement. .
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age : No Academic Quaifiation : Yes, in case of promotion through Departmental Competitive Examination.
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by	50% by direct recruitment

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	deputation/ absorption and percentage of the posts	<p>25% by promotion from the cadre of Laboratory Attendant with eight years of regular service in Level 1 subject to seniority cum fitness.</p> <p>25% by promotion from the cadre of Laboratory Attendants subject to fulfillment of prescribed qualification for direct recruitment and five years regular service in Level 1 Pay Matrix based on a departmental competitive test, failing which by deputation/ direct recruitment (as may be decided by competent authority)</p>
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Promotion: Laboratory Attendant with five years of regular service in Level 1 Pay Matrix.
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF LABORATORY ATTENDANT

1.	Name of Post	Laboratory Attendant
2.	Number of Post	Eighty Six (86)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 1
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	30 years
7.	Educational and other qualifications required for direct recruits	Essential: 10+2 or its equivalent examination with Science subjects from a recognized Board. One year relevant experience in Laboratories of Academic/ Research institutions.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF CRAFT INSTRUCTOR

1.	Name of Post	Craft Instructor
2.	Number of Post	Two (02)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 6
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	Bachelors of Fine Arts (Visual Arts) OR Degree in Craft Technology Two years' experience in relevant area. Desirable : Master of Fine Arts (MFA)
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF SECTION CUTTER (APPLIED GEOLOGY)

1.	Name of Post	Section Cutter (Applied Geology)
2.	Number of Post	Two (02)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 4
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	32 years
7.	Educational and other qualifications required for direct recruits	B.Sc. with two years' experience in the section cuttings of rocks and minerals from a recognized university/institute/state/central govt. organisation.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF ANIMAL KEEPER

1.	Name of Post	Animal Keeper
2.	Number of Post	Two (02)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 1
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	30 years
7.	Educational and other qualifications required for direct recruits	10 th Pass from recognized Board with at least 2 years' experience in animals care and management. Preference may be given for experience in animal keeping and maintenance of animals for Life Science Laboratories.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF ACCOMPANIST (TABLA)

1.	Name of Post	Accompanist (Tabla)
2.	Number of Post	Four (04)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 6
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	<p>Essential :</p> <p>(i) Proficiency in the art of Tabla/ Pakhawaj playing with particular reference to the accompanist aspects for Vocal (both classical and semi classical) as well as Instrumental music.</p> <p>(ii) Degree in Tabla/Pakhawaj</p> <p>(iii) Undergone training in Tabla/Pakhawaj under an established Guru, for a period of not less than 3 years.</p> <p style="text-align: center;">OR</p> <p>Diploma/10+2 examination of any Indian Board and should have undergone training in Tabla/Pakhawaj under an established Guru, for a period of not less than 6 years</p> <p>Desirable :</p> <p>(i) Knowledge of other percussion instruments like Dholak, Naal etc.</p> <p>(ii) Knowledge of Hindustani Music, both Vocal and Instrumental.</p> <p>(iii) At least two years of work experience in a University/ College/recognized institution/A.I.R./ Doordarshan</p> <p>(iv) A.I.R. grade will be given preference.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF FILM OPERATOR

1.	Name of Post	Film Operator (Audio Visual Fine Arts & Performing Arts)
2.	Number of Post	One (01)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 2
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	30 years
7.	Educational and other qualifications required for direct recruits	Bachelors of Fine Arts OR Diploma in Film Technology for three years duration from a recognized institution. Desirable : Two years' experience as a Film Operator in organization of repute.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF CURATOR (AIH&C)

1.	Name of Post	Curator (AIH&C)
2.	Number of Post	One (1)
3.	Classification	Group 'A'
4.	Scale of Pay	Level 10
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	40 years
7.	Educational and other qualifications required for direct recruits	<p>(i) Masters' degree with 55% marks in Museology/History of Art from a recognized University or equivalent;</p> <p>Or</p> <p>Masters' degree with 55% marks in Ancient Indian History/ Sanskrit/ Pali/Prakrit/Persian/ Arabic/ Archaeology/ Anthropology/ Fine Arts or equivalent or other allied subjects from a recognized University with diploma/certificate in Museology of a recognized Institution;</p> <p>(ii) 3 years' experience in a Museum of National or Regional importance under the control of Central/State Govt. or Union Territory including one year practical experience in collection, conservation/preservation and exhibition of art objects.</p> <p>Desirable :</p> <p>(i) Research experience in a Museum of published research work;</p> <p>(ii) Practical training and experience in the relevant field.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF SENIOR TECHNICAL ASSISTANT (PHOTOGRAPHY)

1.	Name of Post	Senior Technical Assistant (Photography)
2.	Number of Post	One (01)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 6
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	<p>12th pass from the recognized Board</p> <p>Diploma/Certificate Course (minimum one year duration) in Photography from a recognized institution.</p> <p>Five years' experience in the area of lighting and dark room techniques, computer graphics and digital photography and exposure to latest technology in photography.</p> <p>Desirable :</p> <p>Bachelor's degree in photography from a recognized university/ institute.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF TECHNICAL ASSISTANT (APPLIED GEOLOGY MUSEUM)

1.	Name of Post	Technical Assistant (APPLIED GEOLOGY MUSEUM)
2.	Number of Post	One (01)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 5
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	32 years
7.	Educational and other qualifications required for direct recruits	B.Sc.(Hons) Geology or B.Sc. with Geology as a one subject from a recognized university/institute with two years' experience in the museum keeping. Or Master's Degree in Geology
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF LIBRARIAN

1.	Name of Post	Librarian
2.	Number of Post	One (01)
3.	Classification	Group 'A'
4.	Scale of Pay	Academic Level 14
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	Preferably below 57 years
7.	Educational and other qualifications required for direct recruits	Essential: i) Master Degree in Library Science/ Information Science/ Documentation Science with at least 55% of marks or an equivalent grade in a point scale wherever the grading system is followed. ii) At least 10 years as a Librarian at any level in University Library or ten years of teaching as Assistant/ Associate Professor in Library Science or ten years' experience as a College Librarian. iii) Evidence of innovative Library services, including the integration of ICT in a library. iv) A Ph.D. Degree in library science/ documentation/ archives and manuscript keeping.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	One year
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not applicable
12.	Composition of DPC or Selection Committee	As per the UGC Regulations, 2018 as amended from time to time.

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RECRUITMENT RULES FOR THE POST OF DEPUTY LIBRARIAN

1.	Name of Post	Deputy Librarian
2.	Number of Post	One (01)
3.	Classification	Group 'A'
4.	Scale of Pay	Academic Level 12
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	Preferably below 50 years
7.	Educational and other qualifications required for direct recruits	Essential:- <ul style="list-style-type: none">i. Master's degree in Library Science/ Information Science/ documentation science, with at least 55% of the marks or an equivalent grade in a point scale wherever the grading system is followed.ii. Eight years experience as an Assistant University Librarian/ College Librarian.iii. Evidence of innovative library services including integration of ICT in library.iv. A Ph.D. Degree in library science / information science/ Documentation Science/ Archives and manuscript keeping/ computerization of library
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per the UGC Regulations, 2018 as amended from time to time

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RECRUITMENT RULES FOR THE POST OF ASSISTANT LIBRARIAN

1.	Name of Post	Assistant Librarian
2.	Number of Post	Two (02)
3.	Classification	Group 'A'
4.	Scale of Pay	Academic Level 10
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	40 years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <ol style="list-style-type: none">A Master's degree in Library Science, Information Science or Documentation Science or an equivalent professional degree with at least 55% of marks (or an equivalent grade in a point scale wherever grading system is followed)A consistently good academic record with knowledge of computerization of library.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 : <p><i>Provided that</i> 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 fulfillment of the following conditions:-</p> <ol style="list-style-type: none">The Ph.D. degree of the candidate has been awarded in regular modeThe Ph.D. thesis has been evaluated by at least two external examiners;Open Ph.D. viva voce of the candidate had been conducted;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;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>Note :</p> <ol style="list-style-type: none">The fulfillment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the university concerned.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

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		accredited by the UGC like SLET/SET.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per the UGC Regulations, 2018 as amended from time to time.

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RECRUITMENT RULES FOR THE POST OF INFORMATION SCIENTIST

1.	Name of Post	Information Scientist
2.	Number of Post	One (01)
3.	Classification	Group 'A'
4.	Scale of Pay	Level 10
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	40 years
7.	Educational and other qualifications required for direct recruits	<p>Essential : First Class M.E. / M.Tech. (Computer Science) / Information Technology) Or equivalent.</p> <p>OR First Class B.E. / B.Tech (Computer Science) / Information Technology) or equivalent with two years of relevant experience.</p> <p>OR First Class Master in Computer Applications (MCA) or equivalent with two years of relevant experience.</p> <p>OR First Class M.Sc.(Computer Science/ Information Technology) from a recognized University/ Institute with three years of relevant experience.</p> <p>OR Master of Library & Information Sciences with PG Diploma in Computer Applications and two years of relevant experience.</p> <p>Desirable: Relevant experience in Library/office automation/server configuration/maintenance of e-resource/data base management/ content management/ programming/ development of website/ portals/information systems/gateway and networking.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF PROFESSIONAL ASSISTANT

1.	Name of Post	Professional Assistant
2.	Number of Post	Three (03)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 6
5.	Whether selection or non-selection post	Not Applicable in case of direct recruitment Non-selection in case of promotion
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	Essential : 1. Master's Degree in Library & Information Science from any recognized University /Institution with one year experience in the relevant field in a University/Research establishment / Central / State Govt. / PSU and Library of other autonomous Institutions. OR Bachelor's Degree in Library / Library and Information Science from any recognized Institute/ University with three years' experience in the relevant field in a University / Research Establishment / Central / State Govt. / PSU and Library of other autonomous Institutions. 2. Knowledge of Computer Applications. Desirable: PG Diploma in Library Automation and Networking or PGDCA or equivalent.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age: No Qualification: Yes
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	75% by promotion 25% by direct recruitment.
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Promotion: Semi Professional Assistant with five years regular service in the Level 5 according to seniority cum fitness.
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF SEMI PROFESSIONAL ASSISTANT

1.	Name of Post	Semi Professional Assistant
2.	Number of Post	Ten (10)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 5
5.	Whether selection or non-selection post	Not Applicable in case of direct recruitment Non-selection in case of promotion
6.	Age limit for direct recruits	32 years
7.	Educational and other qualifications required for direct recruits	Essential : 1. Master's Degree in Library Science and Information Science from any recognised University/Institution OR Bachelor's Degree in Library/ Library and Information Science from a recognised Institute/ University with two years relevant experience in a University/ Research Establishment / Central / State Govt./ PSU Autonomous Institutions. Desirable: PG Diploma in Library Automation and Networking or PGDCA.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	50% by promotion 50% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Promotion: Library Assistant with eight years regular service in Level 3 in accordance with seniority cum fitness
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF LIBRARY ASSISTANT

1.	Name of Post	Library Assistant
2.	Number of Post	Six (06)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 3
5.	Whether selection or non-selection post	Not Applicable in case of direct recruitment Selection in case of promotion
6.	Age limit for direct recruits	30 years
7.	Educational and other qualifications required for direct recruits	Essential: i) Bachelor's degree in Library & Information Science or equivalent from a recognized University. ii) Typing speed of 30 words per minute in English. iii) Knowledge of Computer Applications.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age: No Qualification: No
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	75% by direct recruitment based on written test/skill test. 25% by promotion
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Promotion: Library Attendant possessing 10+2 qualification or equivalent and certificate/Diploma in Library Science with five years regular service in Level 1 and qualifying departmental test.
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF LIBRARY ATTENDANT

1.	Name of Post	Library Attendant
2.	Number of Post	Fourteen (14)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 1
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	30 years
7.	Educational and other qualifications required for direct recruits	Essential: i) 10+2 or its equivalent examination from a recognized Board. ii) Certificate course in Library Science from a recognized Institution. Desirable: i) Two years of experience in a University/ College/ Educational Institution Library. ii) Basic knowledge of computer applications.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF EXECUTIVE ENGINEER

1.	Name of Post	Executive Engineer
2.	Number of Post	Two (02)* (one for Civil –Direct Recruitment and one for Civil/Electrical - promotion)
3.	Classification	Group ‘A’
4.	Scale of Pay	Level 11
5.	Whether selection or non-selection post	Not Applicable for Direct Recruitment Non-Selection
6.	Age limit for direct recruits	50 years
7.	Educational and other qualifications required for direct recruits	Essential: i) First Class Bachelor’s Degree in Civil Engineering from a recognised Institute/ University or equivalent. 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. Relaxation of two years in experience will be given to those possessing Post-Graduate qualification in Construction Management/Structural Engineering or equivalent fields. Desirable: 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. ii) Knowledge of Computer Aided Design (CAD) and latest Management Technology/other relevant software.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	50% by direct recruitment failing which by deputation 50% by promotion failing which by deputation
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Promotion: From the cadre of Assistant Engineer (Civil/Electrical) with eight years regular service in Level 7 subject to seniority cum fitness. Deputation: Officers of the CPWD/ State Government PWD services or similar organized services/ Semi Government/ PSU/ Statutory or Autonomous organization/ University

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		System:- holding analogous post; OR with five years regular service as Assistant Engineer possessing a degree in Engineering in the relevant area; OR with eight years of regular service as Assistant Engineer possessing Diploma in Engineering in the relevant area.
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF ASSISTANT ENGINEER (ELECTRICAL)

1.	Name of Post	Assistant Engineer (Electrical)
2.	Number of Post	One (1)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 7
5.	Whether selection or non-selection post	Not Applicable in case of direct recruitment Non-selection in case of promotion
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	Essential: i) First Class Bachelor's Degree in Electrical Engineering from a recognised Institute/ University or equivalent. ii) Two years' experience in the relevant field as Junior Engineer or Equivalent in State Government PWD services or similar organized services/ Statutory or Autonomous organization/ University System or reputed private organizations with an annual turnover of Rs.200/- Crores. Desirable: Knowledge of Computer Aided Design (CAD) and latest Management Technology/other relevant software.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	50% by promotion subject to seniority cum fitness, failing which by deputation/ direct recruitment (as may be decided by the competent authority) 50% by direct recruitment failing which by deputation
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Promotion: five years regular service as Junior Engineer possessing a degree in Engineering in the relevant field; OR seven years of regular service as Junior Engineer possessing Diploma in Engineering in the relevant field Deputation: Officers of the CPWD/ State Government PWD services or similar organized services/ Semi Government/ PSU/ Statutory or Autonomous organization/ University System:- holding analogous post; OR with three years regular service as Junior Engineer possessing a degree in Engineering in the relevant field; OR with five years of regular service as Junior Engineer possessing Diploma in Engineering in the relevant field.
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF ASSISTANT ENGINEER (CIVIL)

1.	Name of Post	Assistant Engineer (Civil)
2.	Number of Post	Two (02)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 7
5.	Whether selection or non-selection post	Not Applicable in case of direct recruitment Non-selection in case of promotion
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	Essential: i) First Class Bachelor's Degree in Civil Engineering from a recognised Institute/ University or equivalent. ii) Two years' experience in the relevant field as Junior Engineer or equivalent in State Government PWD services or similar organized services/ Statutory or Autonomous organization/ University System or reputed private organizations with an annual turnover of Rs.200/- Crores. Desirable: Knowledge of Computer Aided Design (CAD) and latest Management Technology/other relevant software.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	50% by promotion subject to seniority-cum-fitness, failing which by deputation/ direct recruitment (as may be decided by the competent authority) 50% by direct recruitment failing which by deputation
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Promotion: five years regular service as Junior Engineer possessing a degree in Engineering in the relevant field; OR seven years of regular service as Junior Engineer possessing Diploma in Engineering in the relevant field Deputation: Officers of the CPWD/ State Government PWD services or similar organized services/ Semi Government/ PSU/ Statutory or Autonomous organization/ University System:- holding analogous post; OR with three years regular service as Junior Engineer possessing a degree in Engineering in the relevant field; OR with five years of regular service as Junior Engineer possessing Diploma in Engineering in the relevant field.
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF JUNIOR ENGINEER (CIVIL/ ELECTRICAL)

1.	Name of Post	Junior Engineer (Civil/ Electrical)
2.	Number of Post	Five (05) – Three (Civil), Two (Electrical)
3.	Classification	Group ‘B’
4.	Scale of Pay	Level 6
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	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 Organised Services / Statutory or Autonomous Organisations / 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.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF DRAFTSMAN (APPLIED GEOLOGY)

1.	Name of Post	Draftsman (Applied Geology)
2.	Number of Post	One (1)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 6
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	<p>Bachelor's Degree in Science from a recognized University/ Institute and Diploma Course in Draughtsmanship/ Cartography from an Industrial Training Institute/recognized Institute.</p> <p>One year experience in the relevant area in organization in Government/ statutory/ autonomous organization, PSU or University or private organization of repute</p> <p>Knowledge of Computer Applications</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF ELECTRICIAN

1.	Name of Post	Electrician
2.	Number of Post	Three (3)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 4
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	32 years
7.	Educational and other qualifications required for direct recruits	(i) Matriculate or equivalent pass from a recognized Board (ii) Certificate in electrician trade from a recognized Industrial Training Institute or equivalent or National Trade Certificate or National Apprenticeship Certificate in Electrician Trade (issued by NCVT) (iii) Three years' experience as Electrician in Industry / Educational Institutions /reputed organization
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF PLUMBER

1.	Name of Post	Plumber
2.	Number of Post	Three (3)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 2
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	32 years
7.	Educational and other qualifications required for direct recruits	ITI certificate or equivalent qualification in the trade with 2 years relevant experience ; subject to qualifying the trade test.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF MEDICAL OFFICER

1.	Name of Post	Medical Officer
2.	Number of Post	Three (03)
3.	Classification	Group 'A'
4.	Scale of Pay	Level 10
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	40 years
7.	Educational and other qualifications required for direct recruits	Essential: <ul style="list-style-type: none">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 <p>Note: For the post of female Medical Officer at least one year working experience of Obstetrics and Gynecology ward in any Govt./corporate/Govt. recognized hospital.</p> <p>Desirable: Post Graduate Medical Qualification recognized by the MCI.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

Note :Atleast one post should be earmarked for female candidate.

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RECRUITMENT RULES FOR THE POST OF NURSING OFFICER

1.	Name of Post	Nursing Officer
2.	Number of Post	One (01)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 7
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	Essential I (i) B.Sc. (Hons.) in Nursing from a recognized University or Institute. or Regular course in B.Sc. Nursing from a recognized University or Institute. or Post Basic B.Sc. Nursing from a recognized University or Institute. (ii) registered as a Nurse or Nurse and Midwife (RN or RN and RM) with State Nursing Council; (iii) Six months experience in minimum fifty bedded hospital after acquiring the educational qualification above. or II.(i) Diploma in General Nursing Mid-wifery from a recognized Board or Council; (ii) Registered as a Nurse or Nurse and Midwife (RN or RN and RM) with State Nursing Council; (iii) Two and half years experience in minimum fifty bedded hospital after acquiring the educational qualification mentioned at II (i) above.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF PHARMACIST

1.	Name of Post	Pharmacist
2.	Number of Post	One (01)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 5*
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	32 years
7.	Educational and other qualifications required for direct recruits	(i) 10+2 with science subjects; (ii) Two years Diploma in Pharmacy; and (iii) Registration with State Pharmacy Council.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

- Note : On completion of 2 years regular service in the entry grade, Pharmacist is eligible for non-functional upgradation to the next higher grade having grade pay of Rs.4200 in the pay band PB-2 (revised to Level 6) as per UGC communication vide letter No.F.7-2/2010 (JCRC) dated 21st December, 2010. Placement from Pharmacist (Entry Grade) to the next higher grade of Pharmacist (Non-Functional Grade) having grade pay of Rs.4200 will be delinked from vacancies and will become non-functional and time bound.

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RECRUITMENT RULES FOR THE POST OF TECHNICIAN (PATHOLOGY)

1.	Name of Post	Technician (Pathology)
2.	Number of Post	One (01)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 5
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	32 years
7.	Educational and other qualifications required for direct recruits	Bachelor's Degree in Medical Laboratory Technology (BMLT) from a recognized University with one year working experience in a reputed Medical Institution. OR 10+2 with Science and DMLT from recognized institution or any Statutory Board with five years' experience in relevant field in medical institution.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF PHYSIOTHERAPIST

1.	Name of Post	Physiotherapist
2.	Number of Post	One (01)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 6
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	<p>(i) Bachelor's Degree in Physiotherapy from a recognized University/Institute</p> <p>(ii) Registered with the Physiotherapy Council of India.</p> <p>Duty: His/her role is responsible for providing physical therapy treatment to patients based on physician's advice; perform tests; assist patients in use of supportive devices; administer massage; work towards patient rehabilitation. His role also undertakes training of physiotherapy students, manages equipment etc.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF DRESSER/ MEDICAL ATTENDANT

1.	Name of Post	Dresser/ Medical Attendant
2.	Number of Post	Two (02)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 1
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	30 years
7.	Educational and other qualifications required for direct recruits	Essential : (i) 10+2 with Biology subject or equivalent from a recognized Board (ii) Two years' experience in at least 50 bedded Govt./ corporate hospital and with elementary knowledge of first aid or handling of dressing wounds.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF DRIVER

1.	Name of Post	Driver
2.	Number of Post	Six (06)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 2
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	30 years
7.	Educational and other qualifications required for direct recruits	Essential : (i) 10 th Pass from any recognised Board (ii) Possession of a Valid Commercial Driving License for Light/ Medium/ Heavy Vehicles issued by the Competent authority having no adverse endorsement (iii) Knowledge of motor mechanism (the candidate should be able to remove minor defects in vehicles). (iv) Experience of driving motor vehicles for at least 3 years.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment.
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF GUEST HOUSE MANAGER

1.	Name of Post	Guest House Manager
2.	Number of Post	One (01)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 6
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	Essential: 1. Bachelor's Degree in Hotel Management or allied field from a recognized University / Institution with one year relevant experience OR Diploma in Hotel Management or allied field from a recognized University / Institute with two years relevant experience 2. Knowledge of Computer Applications Desirable : Knowledge of Hindi
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF COOK

1.	Name of Post	Cook
2.	Number of Post	One (01)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 2
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	32 years
7.	Educational and other qualifications required for direct recruits	Essential: Class 10 th from a recognized School Board. Two years experience in cooking / catering services in educational institutions/ guest houses, reputed hotels, restaurants or similar organisations. Desirable: i) ITI Trade certificate in Bakery and Confectionery (one year duration) ii) Experience in preparation of vegetarian and non-vegetarian food items both of South Indian / North Indian cuisine and continental cuisine.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF SECURITY OFFICER

1.	Name of Post	Security Officer
2.	Number of Post	One (01)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 7
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	40 years
7.	Educational and other qualifications required for direct recruits	Essential : Bachelor's Degree from a recognized University/ Institution with five years' experience as Security Supervisor / Supervisory Position in Security in a Govt. Office, Educational Institute / Private Organisation of repute with an annual turnover of Rs.200/- Crores. OR Persons who have served in the Army or such Uniformed Service at JCO level or equivalent or above, with 10th standard pass or Army class I Examination or an equivalent examination. AND Holding a valid Driving License (LMV/ Motor cycle). Desirable: Completion of a course in fire fighting or unarmed combat course in Army or Para-military force. Knowledge in Computer applications. Ability to speak English and Hindi
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment failing which by deputation
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Deputation: Officers from the Central/ State Government, recognized Universities and other Autonomous organizations:- a) holding analogous posts on regular basis; OR b) with three years' regular service in the Level 6
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF SECURITY INSPECTOR

1.	Name of Post	Security Inspector
2.	Number of Post	Three (3)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 5
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	Essential : Bachelor's Degree from a recognized University/ Institution with three years' experience as Security Supervisor / Supervisory Position in Security in a Govt. Office, Educational Institute / Private Organisation of repute with an annual turnover of Rs.200/- Crores. OR Persons who have served in the Army or such Uniformed service with at least Class 10th standard pass or Army Class I examination or an equivalent examination. AND Holding a valid Driving License (LMV / Motor cycle). Desirable: Completion of a course in fire fighting or unarmed combat course in Army or Para-military force.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF SANITARY INSPECTOR

1.	Name of Post	Sanitary Inspector
2.	Number of Post	One (01)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 5
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	(i) 12 th Pass from a recognized Board (ii) Diploma/ Certificate Course in Sanitary Inspector or Health Inspector or Sanitary Health Inspector or Health Sanitary Inspector from a recognized institute. (iii) Five years' experience in case of Diploma holders and 7 years in case of Certificate Holder in a Public Health in a Municipal Organisation
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF SANITARY SUPERVISOR

1.	Name of Post	Sanitary Supervisor
2.	Number of Post	Three (3)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 4
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	32 years
7.	Educational and other qualifications required for direct recruits	(i) 12 th Pass from a recognized Board (ii) Diploma/ Certificate Course in Sanitary Inspector or Health Inspector or Sanitary Health Inspector or Health Sanitary Inspector from a recognized institute. (iii) Three years' experience in case of Diploma holders and 5 years in case of Certificate Holder in a Public Health in a Municipal Organisation
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF HORTICULTURIST

1.	Name of Post	Horticulturist
2.	Number of Post	One (01)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 7
5.	Whether selection or non-selection post	Not Applicable
6.	Age limit for direct recruits	40 years
7.	Educational and other qualifications required for direct recruits	M.Sc. in Agriculture with specialization in Horticulture/ M.Sc. in Horticulture with Floriculture as a subject with 3 years' experience in Oriental Gardening/ Floriculture/ Land Scape Gardening in a University/Govt./Semi Govt. Organization. OR M.Sc.(Botany) with specialization in Horticulture with 3 years' experience in Oriental Gardening/ Floriculture/ Land Scape Gardening in a University/Govt./Semi Govt. Organization. OR B.Sc. (Ag.) with elective in Horticulture with 5 years' experience in a University/Govt. / Semi Govt. organization.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts	100% by direct recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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RECRUITMENT RULES FOR THE POST OF DIRECTOR OF PHYSICAL EDUCATION

1.	Name of Post	Director of Physical Education
2.	Number of Post(s)	One (01)
3.	Classification	Group 'A'
4.	Scale of Pay	Academic Level 14
5.	Whether selection or non-selection post	Not Applicable
6.	Age Limit for direct recruits	Preferably below 57 years
7.	Educational and other qualifications required for direct recruits	Essential: <ul style="list-style-type: none">i) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science.ii) Experience of at least 10 years in Physical Education and Sports as University Assistant/ Deputy DPES or ten years as College DPES or teaching for ten years in Physical Education and Sports or Sports Science as Assistant/ Associate Professor.iii) Evidence of organizing competition and coaching camps of at least two weeks duration.iv) Evidence of having produce good performance of teams/athletes for competitions like state/national/inter-university/combined university etc.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods.	Direct Recruitment
11.	In case of recruitment by deputation, grades from which deputation to be made	Not Applicable
12.	Composition of Selection Committee for Direct Recruitment	As per the UGC Regulations, 2018 as amended from time to time.

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RECRUITMENT RULES FOR THE POST OF ASSISTANT DIRECTOR OF PHYSICAL EDUCATION

1.	Name of Post	Assistant Director of Physical Education
2.	Number of Post(s)	Two (02)
3.	Classification	Group 'A'
4.	Scale of Pay	Academic Level 10
5.	Whether selection or non-selection post	Not Applicable
6.	Age Limit for direct recruits	40 years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <ul style="list-style-type: none">i) A Master's Degree in Physical Education and Sports or Physical Education or Sports Science with 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed.ii) Record of having represented the university/ college at the inter-university/ inter-collegiate competitions or the State and/ or national championships..iii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET), conducted by the UGC or CSIR, or a similar test accredited by the UGC, like SLET/SET, or who are or have been awarded a Ph.D. degree in Physical Education or Physical Education and Sports or Sports Sciences, 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: <p><i>Provided that, candidates registered for the Ph.D. degree 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. degree holders shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professors or equivalent positions in Universities/ Colleges/ Institutions, subject to the fulfillment of the following conditions :-</i></p> <ul style="list-style-type: none">a) The Ph.D. degree of the candidate has been awarded in regular mode;b) The Ph.D. thesis has been evaluated by at least two external examiners;c) Open Ph.D. viva voce of the candidate has been conducted;d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;e) The candidate has presented at least two research papers in conference/seminar, based on his/her Ph.D. work. <p>Note: The fulfillment of these conditions (a) to (e) is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.</p>

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		<p>iv) NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.</p> <p>v) Passed the physical fitness test conducted in accordance with these Regulations.</p> <p>OR</p> <p>B. An Asian game or commonwealth games medal winner who has a degree at least at Post-Graduation level.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods.	Direct Recruitment
11.	In case of recruitment by deputation, grades from which deputation to be made	Not Applicable
12.	Composition of Selection Committee for Direct Recruitment	As per the UGC Regulations, 2018 as amended from time to time.

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RECRUITMENT RULES FOR THE POST OF MULTI TASKING STAFF

1.	Name of Post	Multi-Tasking Staff
2.	Number of Post(s)	Eighty Three (83)
3.	Classification	Group 'C'
4.	Scale of Pay	Level 1
5.	Whether selection or non-selection post	Not Applicable
6.	Age Limit for direct recruits	30 years
7.	Educational and other qualifications required for direct recruits	Essential: Matriculation or equivalent pass OR ITI pass* *May be adopted as per special requirement of the posts, if any
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods.	100% by Direct Recruitment
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	Composition of DPC or Selection Committee	As per Cadre Recruitment Rules Non-Teaching and other Academic Posts, 2018– Schedule-I

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Schedule-I

Selection Committee for Direct Recruitment /Departmental Promotion Committee/Departmental Confirmation Committee of Non-Teaching Posts

(1) Following shall be the constitution of the Selection Committees :

(a) For **Group 'A'** posts (other than statutory posts and those covered under UGC Regulations) :

1.	Vice-Chancellor/Pro-Vice Chancellor* (*in the absence of Vice Chancellor)	:	Chairperson
2.	Two experts, not in service of the University, nominated by the Vice Chancellor out of the panel approved by the EC.	:	Member
3.	One member of the EC nominated by it.	:	Member
4.	Head of the concerned Unit/Department	:	Member
5.	A representative of SC/ST/OBC/Minority/ Women/PwD, if any of candidate representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the Selection Committee do not belong to the category.	:	Member

(b) For **Group 'B'**posts :

1.	Pro-Vice Chancellor* (*in the absence of Pro-Vice Chancellor, nominee of the Vice Chancellor - not below the rank of Professor)	:	Chairperson
2.	Two experts, not in service of the University, nominated by the Vice Chancellor out of the panel approved by the EC.	:	Member
3.	A representative of SC/ST/OBC/ Minority/ Women/PwD, if any of the candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the Selection Committee do not belong to the category.	:	Member
4.	Registrar/Joint Registrar/Deputy Registrar	:	Member

(c) For **Group 'C'**posts :

1.	Registrar	:	Chairperson
2.	Two experts, not in service of the University, nominated by the Vice Chancellor out of the panel approved by the EC.	:	Member
3.	A representative of SC/ST/OBC/ Minority/ Women/PwD, if any of the candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the Selection Committee do not belong to the category.	:	Member

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(2) Following shall be the constitution of the Departmental Promotion Committee :

(a) For Group 'A' posts :

1.	Vice-Chancellor/Pro-Vice Chancellor* (*in the absence of Vice Chancellor)	:	Chairperson
2.	One expert, not in service of the University, nominated by the Vice Chancellor out of the panel approved by the EC.	:	Member
3.	A representative of SC/ST/OBC/Minority/ Women/PwD, if any of candidate representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the Selection Committee do not belong to the category.	:	Member
4.	Registrar/Joint Registrar/Deputy Registrar	:	Member

(b) For Group 'B' posts :

1.	Pro-Vice Chancellor* (*in the absence of Pro-Vice Chancellor, Registrar shall be chairperson)	:	Chairperson
2.	One expert, not in service of the University, nominated by the Vice Chancellor out of the panel approved by the EC.	:	Member
3.	A representative of SC/ST/OBC/ Minority/ Women/PwD, if any of the candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the Selection Committee do not belong to the category.	:	Member
4.	Registrar/Joint Registrar/Deputy Registrar	:	Member

(c) For Group 'C' posts :

1.	Registrar	:	Chairperson
2.	One expert, not in service of the University, nominated by the Vice Chancellor out of the panel approved by the EC.	:	Member
3.	A representative of SC/ST/OBC/ Minority/ Women/PwD, if any of the candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the Selection Committee do not belong to the category.	:	Member
4.	Joint Registrar/Deputy Registrar	:	Member

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Following shall be the constitution of the Departmental Confirmation Committee :

(a) For Group 'A' posts :

1.	Vice-Chancellor or his nominee	:	Chairperson
2.	One person nominated by the Vice Chancellor	:	Member
3.	A representative of SC/ST/OBC/Minority/ Women/PwD, if any of candidate representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the Selection Committee do not belong to the category.	:	Member

(b) For Group 'B' posts :

1.	Registrar	:	Chairperson
2.	One person nominated by the Vice Chancellor	:	Member
3	A representative of SC/ST/OBC/ Minority/ Women/PwD, if any of the candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the Selection Committee do not belong to the category.	:	Member

(c) For Group 'C' posts :

1.	Registrar	:	Chairperson
2.	One person nominated by the Vice Chancellor	:	Member
3	A representative of SC/ST/OBC/ Minority/ Women/PwD, if any of the candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the Selection Committee do not belong to the category.	:	Member