

SAURASHTRA UNIVERSITY

PLEASE READ CAREFULLY THE INSTRUCTIONS GIVEN BELOW

1	<p>Those who have applied in response to our following earlier employment notice, need not to apply again, but they have to submit documents of their additional qualifications if any.</p> <p>Sr.no. 1 Registrar earlier employment notice No.Esta/1/311/13, Dt.10/07/13. Sr.no. 2 Registrar earlier employment notice No.Esta/A/50915, Dt.24/08/15. Sr.no. 3 Controller of Examinations earlier employment notice No.Esta/B-7/690/16, Dt.01/12/16</p>
2	<p>For the post of Registrar, as the post is now for five years Tenure basis, Candidates those who have applied in response to our above mentioned earlier advertisement need not to apply again, but have to submit their consent mentioning that they have no objection to consider their application for the post of Registrar for five years Tenure basis.</p>
3	<p>A candidate who knowingly or willfully furnishes incorrect or false particulars or suppresses material information will be disqualified and if appointed, will be liable for dismissal from service.</p>
4	<p>If the space against any item in the application form is insufficient, full particulars should be given on a separate sheet of paper which should be attached along with the application form entering at the appropriate place a reference to the sheet attached.</p>
5	<p>The official language of the University is Gujarati, the candidate whose mother tongue is other than Gujarati, if selected and appointed will have to achieve necessary proficiency in Gujarati language within a reasonable period i.e. within one year from the date of his/her appointment failing which his/her appointment will be liable to be terminated.</p>
6	<p>Post at Sr. No. 01 is on Five years Tenure basis with the Provisions as laid down in the Education Department, Govt. of Gujarat circular no. ૫૦૧૨/૧૨૦૮/૩૬૬૨/૫૧૬ ફાઇલ/૫-૨, તા. ૨૨.૧૧.૨૦૧૮.</p>
7	<p>Post at Sr. No. 02 is permanent and the appointment will be on probation basis which carry D.A., H.R.A. and benefit of newly defined contributory pension scheme/pension Scheme inclusive of Family Pension / Gratuity and General Provident Fund /Contributory Provident Fund as the case may be prescribed by the University/Government of Gujarat from time to time except Sr. No. 01.</p>
8	<p>The age of retirement or superannuation will be as per the Statute / rules of University/ Government of Gujarat, from time to time.</p>
9	<p>Age limit for Registrar's post is 57 years at the time of last date of the application. Age limit for Controller of Examination's post is 50 years at the time of last date of the application.</p>

10	The candidate must possess required qualifications at the time of last date fixed for receipt of application forms by the University. However between the last date of applications and conduction of the interview, if any additional qualifications added, the same can be communicated to the University for Additional Consideration.
11	Canvassing direct or indirect will be a disqualification.
12	No application will be considered which is received after the last date of receipt of application and any kind of fees paid by the applicant is NON REFUNDABLE. No Correspondence in this respect will be entertained.
13	A candidate if called for interview will have to come at his/her own cost The University will not pay any T.A/D.A.
14	The University reserves the right to fill or not to fill any post.
15	Candidates desiring to apply for more than one post must send separate application for each post.
16	While filling up the details of the application form the candidate must state percentage of marks, division / grade and subject taken at various examinations, specialization of the subject.
17	A salary certificate showing pay, D.A. and other allowances being paid by the Institution/ Office/ Firm should be enclosed with the application form and also be produced at the time of interview. Whenever higher starting pay is requested unless an authentic document / certificate showing present basic pay and details of all kinds of other allowances are produced, no request for higher starting pay can be entertained.
18	The appointment shall be subject to the condition of service rules for the University employees as may be amended from time to time.
19	Posts at Sr. No. 02, the age may be relaxed for the existing University employees as may be resolved by the Syndicate.
20	Candidates already in employment should send their application through their present employer on or before the last date prescribed, however due to any unavoidable circumstances, if the application through proper channel is likely to be delayed than an advance copy must be received in the University office on or before the due date. Persons employed after making application in response to this advertisement should bring " NO OBJECTION " certificate at the time of interview from their employers.
21	Processing fees of Rs.1000/- for each post will be paid by Demand Draft only. In case of candidate belonging to SC/ST/SEBC/EWSs/PH/ need not to pay fees.
22	Last date for the online application: <u>17.07.2019</u> . Copy of the filled uploaded application in one copy with all testimonials and A/C Payee Demand Draft drawn in favour of "Registrar, Saurashtra University, Rajkot" should reach to The Registrar, Establishment-B section, Saurashtra University, Rajkot-360005, on or before dt. <u>23-07-2019</u> by Post/courier/Hand delivery.

23	This advertisement does not make it binding on the University to make an appointment.
24	No Correspondence will be entertained in this regard.
25	Post at Sr. No. 01, will be on five years tenure basis and shall be extendable for another tenure as per the University/State Government norms.
26	Post at Sr. No. 02, a candidate shall ordinarily be appointed on one-year probation in the first instance. The period of probation may, however be extended to a period of two years in special circumstances. At the end of the period of probation, the University employee shall be either confirmed or relieved.

REGISTRAR