

## **GURU NANAK DEV UNIVERSITY, AMRITSAR**

(Established by the State Legislature Act No.21 of 1969 )

Accredited as "A" grade level by NAAC and awarded "University with Potential for Excellence" status by the UGC

### **Advertisement No.2/2013**

Applications are invited for the following posts on the prescribed application form so as to reach this office latest by **14-10-2013**. Cost of application form for **Class 'A' posts (Sr. Nos. 1 to 10)** will be **Rs.500/- (Rs.250/-for Handicapped Persons )** and **Class 'B' posts (Sr.No.11 to 32)** **Rs.400/- (Rs.200/-for Handicapped Persons)**. Application form, Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) Proforma are available only at the **University Website: <http://www.gndu.ac.in/careerwithus.asp>** Candidates are required to submit the downloaded application form, duly filled-in in all respects. Cost of application form can either be deposited with the University Cashier or through a crossed A/c Payee Bank Draft of **Rs.500/ ( Rs.250/-for Handicapped Persons) -for Class 'A' Posts at Sr. No. 1 to 10 and Rs.400/-(Rs.200/-for Handicapped Persons) for others posts** in favour of the **"REGISTRAR, GURU NANAK DEV UNIVERSITY, AMRITSAR "** payable at Amritsar.

- 1. Librarian -1**  
(Pay Scale: Rs.37400-67000+10000 AGP)
- 2. Director Physical Education & Sports-1**  
(Pay Scale : Rs. 37400-67000+10000 AGP)
- 3. Deputy Librarian-2 (Gen-1, SC-1)**  
(Pay Scale: Rs.15600-39100+ 8000 AGP)
- 4. Deputy Director Physical Education & Sports-1(Women)**  
(Pay Scale: Rs. 15600-39100+8000 AGP)
- 5. Assistant Librarian-2 ( Gen-1, SC-1)**  
(Pay Scale: Rs.15600-39100+ 6000 AGP)
- 6. Assistant Director Physical Education & Sports-1(Men)**  
(Pay Scale: Rs. 15600-39100+6000 AGP)
- 7. Assistant Registrars-3( Gen-2, SC-1)**  
(Pay Scale: Rs.15600-39100+5400 GP)
- 8. Landscape Officer -1**  
(Pay Scale: Rs. 10300-34800+5000 GP)
- 9. Director Public Relations -1**  
(Pay Scale: Rs. 10300-34800+5000 GP)
- 10. Assistant Director (Rare Books and Manuscript Section), Bhai Gurdas Library-1**  
(Pay Scale: Rs.10300-34800 + 5000 GP)
- 11. Junior Engineer(Civil)(Construction Deptt.)-1**  
(Pay Scale Rs.10300-34800+4800 GP)
- 12. Junior Engineer(Electrical)(Construction Deptt.)-1**  
(Pay Scale Rs.10300-34800+4800 GP)
- 13. Staff Nurse (University Health Centre) -3 (Gen-2, SC-1)**  
(Pay Scale Rs.10300-34800+4600 GP initial Basic Pay Rs.18030)
- 14. Dispenser-cum-Pharmacist(University Health Centre) -3 (Gen-2, SC-1)**  
(Pay Scale: Rs.10300-34800+4200 GP initial Basic Pay Rs.16290)
- 15. Coaches :Archery- 1, Cycling-1, Shooting-1, Swimming-1, Athletics-1, Gymnastics-1**  
(Pay Scale: Rs.10300-34800+ 3800 GP)
- 16. Professional Assistants -4(Gen-2, SC Balmiki/ Mazbhi Sikhs-1, BC-1)**  
(Pay Scale Rs.10300-34800+ 3800 GP)
- 17. Store Keeper (Construction Deptt.) -1(reserved for SC)**  
(Pay Scale: Rs.10300-34800+3200GP)
- 18. Clerk-Cum-Junior-Data- Entry Operators-(Pay Scale: Rs.10300-34800+3200GP):**  
GNDU Main Campus Amritsar-51 (SC Ex Servicemen-3, SC Sportsperson-1, SC Balmiki/Mazbi Sikh-10, Other SC's-6, BC Ex Servicemen-1, Other BC's-4, Gen Ex.Servicemen-3, Gen Sportsperson-1, Handicapped-4, Unreserved-18)  
GNDU Regional Campus Jalandhar-5(Other SC's-1, Unreserved-4)  
GNDU College Jalandhar-2 ( Other SC's-1, Unreserved-1)

- 19. Restorer-cum-Attendants (Library)-4**(Gen-2, SC Balmiki/ Mazbhi Sikh-1, BC-1)  
(Pay Scale: Rs. 5910-20200+2400 GP)
- 20. Junior Technicians**(Pay Scale: Rs. 5910-20200+2400 GP):  
*Architecture Deptt. – 1 ( reserved for SC)*  
*Chemistry Deptt. – 10 (Gen-6, BC-1, SC Balmiki/ Mazbhi Sikh-1, Other SC's-2)*  
*Food Science & Technology Deptt. – 3 (Gen-2, SC-1)*  
*University Health Centre Lab. -1*  
*Computer Science & Engineering- 8( Gen- 5,SC Balmiki/ Mazbhi Sikh-1, Other SC's-1,BC-1)*  
*Electronics Technology-5( Gen-3, SC Balmiki/ Mazbhi Sikh-1, Other SC's-1)*  
*Bio-Informatics (Bio-Technology Deptt.).-1*  
*Botanical & Environmental Sciences-3( Gen-2, SC-1)*  
*Human Genetics-4( Gen-3, SC-1)*  
*Molecular Biology & Bio Chemistry-4 ( Gen-3, SC-1)*  
*Zoology-2( Gen-1, SC-1)*
- 21. Junior Technician (Computer) GNDU College, Jalandhar -1**  
(Pay Scale : Rs.5910-20200+ 2400 GP)
- 22. Junior Technicians (GNDU, Regional Campus Gurdaspur):**  
(Pay Scale : Rs.5910-20200+ 2400 GP)  
*Central Office-2*  
*Electronics Communication Engineering-2(SC-1)*  
*Computer Science & Engineering-1(Reserved for SC)*
- 23. Junior Technicians(GNDU Regional Campus Sathiala):**  
(Pay Scale : Rs.5910-20200+ 2400 GP )  
*Computer Science & Engineering-4(Gen-3, SC-1)*  
*Electronics & Communication Engineering-4(Gen-3,BC-1)*  
*Commerce & Business Management-1*  
*Humanities & Sciences-1*
- 24. Binder**(Pay Scale: 5910-20200+2400 GP)-1(reserved for SC)
- 25. Watch & Ward Supervisors**(Pay Scale: Rs.5910-20200+ 2000 GP ) :  
*Main Campus, Amritsar-3( Gen-2, SC-1)*  
*Regional Campus, Jalandhar-1*  
*Regional Campus, Gurdaspur-1*
- 26. Attendants (University Health Centre) – 4**(Gen-3, SC-1)  
(Pay Scale: Rs.4900-10680+1650GP)
- 27. Accounts Clerks(Construction Deptt.)-3**(Gen-2,SC-1)  
(Pay Scale: Rs. 5910-20200+1900GP)
- 28. Plumbers(Construction Deptt.)-2**(Gen-1,SC-1)  
(Pay Scale: Rs. 5910-20200+1900 GP)
- 29. Electrician Grade-II(Construction Deptt.)-4**(Gen-2, BC-1,SC-1)  
(Pay Scale: Rs. 5910-20200+1900GP)
- 30. Mortar Mate(Construction Deptt.)-2**(Gen-1, SC-1)  
(Pay Scale: Rs. 5910-20200+1900GP)
- 31. Junior Library Attendant-Cum-Peons**(Pay Scale: Rs. 4900-10680+1650 GP):  
GNDU Main Campus Amritsar-2(Gen-1, SC-1)  
GNDU Regional Campus Sathiala-2(Gen-1, SC-1)  
GNDU Regional Campus Jalandhar-2(Gen-1, SC-1)  
GNDU Regional Campus Gurdaspur-4(Gen-1, SC Balmiki/ Mazbhi Sikh-1, Other SC's-2)  
SRSPM GNDU College Niari-1
- 32. Security Guards-35**(SC Balmiki/Mazbhi Sikh-7,Other SC's-8,SC Sports Person-1, BC-9, Freedom Fighter-1, Gen Sportsperson-2, General-7)  
(Pay Scale: Rs.4900-10680+1650 GP)

**Note: -**

- Copy of Circular containing detailed instructions, qualifications, etc. for the posts, is available only at the University Website: <http://www.gndu.ac.in/careerwithus.asp>

2. Persons already in service must send their applications through their employer. All those candidates working in organizations/institutions including affiliated colleges of the university may be allowed to appear in interview without No Objection Certificate with the condition that in case the candidate is selected, no extension in joining time will be allowed. Such candidates are required to give an undertaking on the format available on university website: [www.gndu.ac.in](http://www.gndu.ac.in). All such candidates will be given standard joining time i.e. one month from the issuance of appointment letter.
3. The candidates are required to apply separately for each post earmarked for each Deptt. / Station.
4. **Incomplete applications in any respect or without the prescribed fee or received after the due date will not be entertained.**
5. University reserves the right to fill or not to fill up the posts and to call only suitable candidates for interview.
6. The number of posts can be increased or decreased before the interview.
7. C.V. of any candidate can be placed before the Selection Committee at the time of Interview.
8. **IMPORTANT: Applicants for the posts of Librarian/Director Physical Education & Sports /Deputy Librarian/Deputy Director Physical Education Sports must attach the Academic Performance Indicator (API) based Performance Based & Appraisal System (PBAS) Proforma as indicative Appendix-III Table-V(C)/VIII(C) (duly filled-in all respects by them) and attested copies of supporting documents, with their applications.**
9. A minimum score of 300 points for the post of Deputy Librarian/ Deputy Director Physical Education Sports/ equivalent cadres and 400 points for Librarian/Director Physical Education & Sports/equivalent cadres from category III of APIs are required as set out in UGC Regulations (2nd Amendment) 2013 vide UGC letter No.F.1-2/2009(ECPS)Pt.V(I) Vol.II dated 14 June,2013.
10. Practical/Written Test will be held wherever necessary.
11. Candidates claiming Backward Class Category will submit the photo copy of their latest valid BC certificate issued by the competent authority.

Amritsar  
10th Sept, 2013

REGISTRAR

## **GURU NANAK DEV UNIVERSITY, AMRITSAR**

*(Established by the State Legislature Act No.21 of 1969 )*

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**Advertisement No.2/2013**

**Last Date: 14-10-2013**

Circular containing detailed instructions, qualifications, etc. relating to **Advt. No.2/2013**

### **1. Librarian -1**

( Pay Scale: **Rs.37400-67000+10000 AGP**)

#### **Qualifications:**

- 1) A Master's Degree in Library Science/ Information Science/ Documentation with atleast 55% marks or its equivalent grade of B in the UGC seven points scale and consistently good academic record set out in these Regulations.
- 2) At least thirteen years Deputy Librarian in a University library or eighteen years experience as College Librarian.
- 3) Evidence of innovative library service and organization of published work.
- 4) Desirable: A M.Phil/PhD. Degree in library science/Information science/ documentation/ archives and manuscript- keeping.
- 5) A minimum score of 400 points in the Academic Performance Indicator( API) based Performance Based Appraisal System(PBAS), as set out in UGC Regulations (2nd Amendment) 2013 vide UGC letter No.F.1-2/2009(ECPS)Pt.V(I) Vol.II dated 14 June,2013.

### **2. Director Physical Education & Sports-1**

( Pay Scale : Rs. 37400-67000+10000 AGP)

#### **Qualifications:**

- (1) Ph.D in Physical Education.
- (2) Experience of at least ten years as University Deputy or fifteen years as University Assistant DPEs/College (Selection Grade)
- (3) Participation in at least two national/international seminars/conferences.
- (4) Consistently good appraisal reports.
- (5) Evidence of organizing competitions and conducting coaching camps of at least two weeks duration.
- (6) Evidence of having produced good performance teams/athletes for competitions like state/national/interuniversity/ Combined university etc.
- (7) A minimum score of 400 points in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), as set out in UGC Regulations (2nd Amendment) 2013 vide UGC letter No.F.1-2/2009(ECPS)Pt.V(I) Vol.II dated 14 June,2013.

### **3. Deputy Librarian-2( Gen-1, SC-1)**

(Pay Scale:**Rs.15600-39100+ 8000 AGP )**

#### **Qualifications:**

- 1) A Master Degree in library science/information science/ documentation with at least 55% of the marks or its equivalent grade of B in the UGC Seven points scale and a consistently good academic record.
- 2) five Years experience as an Assistant University Librarian/College Librarian.
- 3) Evidence of Innovative library service and organization of published work and professional commitment, computerization of library.
- 4) Desirable: A M.Phil/PhD. Degree in library science / information science Documentation/ Archives and manuscript-keeping/computerization of library.
- 5) A minimum score of 300 points in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), as set out in UGC Regulations (2nd Amendment) 2013 vide UGC letter No.F.1-2/2009(ECPS)Pt.V(I) Vol.II dated 14 June,2013.

### **4. Deputy Director Physical Education & Sports-1(Women)**

(Pay Scale: Rs. 15600-39100+8000 AGP)

#### **Qualifications:**

- (i) A Ph.D. in Physical Education. Candidates from outside the university system, in addition, shall also passess at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level by the university concerned.
- (ii) Eight years experience as University Assistant DPES/College DPES, with a benefit of two years and one year for Ph.D. and M.Phil. Degree holders.

- (iii) Evidence of organizing competitions and conducting coaching camps of at least two weeks duration.
- (iv) Evidence of having produced good performance teams/athletes for competitions like state / national / inter-university / combined university, etc.
- (v) Passed the physical fitness test in accordance with these Regulations.
- (vi) Consistently good appraisal reports.
- (vii) A minimum score of 300 points in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), as set out in UGC Regulations (2nd Amendment) 2013 vide UGC letter No.F.1-2/2009(ECPS)Pt.V(I) Vol.II dated 14 June,2013.

#### **4.6.4. PHYSICAL FITNESS TEST NORMS**

- (a) Subject to the provisions of these Regulations, all candidates who are required to undertake the physical fitness test shall be required to produce a medical certificate certifying that he/she is medically fit before undertaking such tests.
- (b) On production of such certificate mentioned in sub-clause (a) above, the candidate would be required to undertake the physical fitness test in accordance with the following norms:

<b>NORMS FOR MEN</b>			
12 MINUTES RUN/WALK TEST			
Up to 30 years	Up to 40 years	Up to 45 years	Up to 50 years
1800 metres	1500 metres	1200 metres	800 metres

<b>NORMS FOR WOMEN</b>			
8 MINUTES RUN / WALK TEST			
Up to 30 years	Up to 40 years	Up to 45 years	Up to 50 years
1000 Metres.	800 metres.	600 metres.	400 metres.

#### **5. Assistant Librarian-2 ( Gen-1 , SC-1)**

(Pay Scale: **Rs.15600-39100+ 6000 AGP** )

##### **Qualifications:**

- 1) A Master's Degree in Library Science/Information Science / Documentation Science or an equivalent professional degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with knowledge of computerization of library.
- 2) Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.
- 3) However, candidates, who are, or have been awarded Ph. D. degree in accordance with the "University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of University Assistant Librarian/College Librarian.

#### **6. Assistant Director Physical Education & Sports-1(Men)**

(Pay Scale: **Rs. 15600-39100+6000 AGP**)

##### **Qualifications:**

- i. A Master's Degree in Physical Education or Master's Degree in Sports Science with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) with a consistently good academic record.
- ii. Record of having represented the university / college at the inter-university /inter- collegiate competitions or the State and/ or national championships.
- iii. Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.
- iv. Passed the physical fitness test conducted in accordance with these Regulations.

- v. However, candidates, who are, or have been awarded Ph. D. degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of University Assistant Director of Physical Education / College Director of Physical Education & Sports.

#### 4.6.4. PHYSICAL FITNESS TEST NORMS

- (a) Subject to the provisions of these Regulations, all candidates who are required to undertake the physical fitness test shall be required to produce a medical certificate certifying that he/she is medically fit before undertaking such tests.
- (b) On production of such certificate mentioned in sub-clause (a) above, the candidate would be required to undertake the physical fitness test in accordance with the following norms:

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

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

#### 7. Assistant Registrars-3( Gen-2, SC-1)

(Pay Scale Rs.15600-39100+5400 GP)

##### Qualifications :

- 1) Master's degree/LL.B with at least 50% marks from a recognized University with five years regular teaching/administrative experience in Educational Institution (College/University)Government/ Semi-Government/Autonomous Institutions.
- 2) Punjabi upto Matric Standard is compulsory.

#### 8. Landscape Officer -1 (Pay Scale: Rs. 10300-34800+5000 GP)

##### Qualifications:

- (1) M.Sc. Land Scaping & Floriculture with 55% marks  
or  
M.Sc. Horticulture (with specialization in Land Scaping/Floriculture) with 55% marks  
or  
M.Sc. Agriculture with 55% marks.
- (2) Two years experience in Land Scaping/Floriculture.
- (3) Punjabi upto Matric level is compulsory.

#### 9. Director Public Relations-1(Pay Scale: Rs. 10300-34800+5000 GP)

##### Qualifications:

1. (i)At least 2nd Class Master's Degree in any discipline from a recognized University.  
(ii)Bachelor's degree in Journalism or Post Graduate Diploma in Journalism from any recognized University.  
(iii)Knowledge of Punjabi upto Matric standard.
2. (i)At least 10 years experience of Public Relations/Editing/ Advertisement/ Reporting and preparing of Press/T.V./Radio News etc.  
(ii)Sufficient knowledge of bringing out a House Journal preferably of an Academic Institution and other misc. printing jobs.

#### 10. Assistant Director( Rare Books and Manuscript Section), Bhai Gurdas Library-1

(Pay Scale: **Rs.10300-34800 + 5000 GP**)

**Qualifications:**

- 1) Master's in Library & Information Science with atleast 55% marks.
- 2) Minimum five years experience as Librarian/ Assistant Librarian in a recognized institution/ Library.
- 3) Knowledge of computer and library software.
- 4) Punjabi upto Matric standard is compulsory.

**Note:** Preference will be given to the candidates with experience in handling and managing rare books/ manuscripts/ documents etc.

**11. Junior Engineer(Civil)(Construction Deptt.)-1**

(Pay Scale **Rs.10300-34800+4800 GP**)

**Qualifications:**

- 1) Matric with Punjabi.
- 2) Diploma in Civil Engineering.
- 3) Shall have to clear trade test and/or viva voce.

**12. Junior Engineer(Electrical)(Construction Deptt.)-1**

(Pay Scale **Rs.10300-34800+4800 GP**)

**Qualifications:**

- 1) Matric with Punjabi.
- 2) Three Year Diploma in Electrical Engineering.
- 3) Shall have to clear trade test and/or viva voce.

**13. Staff Nurse(University Health Centre)-3 (Gen-2, SC-1)**

(Pay Scale **Rs.10300-34800+4600GP** initial Basic Pay **Rs.18030**)

**Qualifications:**

- 1) Bachelor's Degree in General Nursing with 2 years experience in Health Centres of Govt./Semi Govt. Bodies./ Corporation/ Autonomous bodies/ Hospital of repute having atleast 50 beds.

**OR**

Diploma in General Nursing after 10+2 with 5 years experience in Health Centres of Govt./Semi Govt. Bodies/ Corporation/ Autonomous bodies/ Hospital of repute having atleast 50 beds.

**OR**

Diploma in General Nursing after Matriculation with 8 years experience in Health Centres of Govt./Semi Govt. Bodies/ Corporation/ Autonomous bodies/ Hospital of repute having atleast 50 beds.

- 2) Knowledge of Punjabi upto Matric standard is essential.
- 3) Job is residential in nature and stay on the campus is mandatory.

**14. Dispenser-cum-Pharmacist(University Health Centre) -3 (Gen-2, SC-1)**

(Pay Scale: **Rs.10300-34800+4200GP** initial Basic Pay **Rs.16290**)

**Qualifications:**

- 1) Diploma in Pharmacy after 10+2 with 5 years experience in Health Centres of Govt./Semi Govt. Bodies/Corporation/ Autonomous Bodies/Hospital of repute having at least 50 beds.

**OR**

Diploma in Pharmacy after Matriculation with 8 years experience in Health Centres of Govt./Semi Govt. Bodies/Corporation/ Autonomous Bodies/Hospital of repute having at least 50 beds.

- 2) Knowledge of Punjabi upto Matric standard is essential.
- 3) Job is residential in nature and stay on the campus is mandatory.

**15. Coaches : *Archery- 1, Cycling-1, Shooting-1, Swimming-1, Athletics-1, Gymnastics-1***

(Pay Scale: **Rs. 10300-34800+ 3800 GP**) :

**Qualifications:**

**Archery/Cycling/Athletics/Swimming/Gymnastics:**

- 1) Bachelor's Degree in Physical Education with Diploma in Coaching from NIS in the respective game and participation in Inter-University/Senior National/ Federation Cup tournament.

**OR**

BA with Post Graduate Diploma in Physical Education. Diploma in Coaching from NIS in the respective game and participation in Inter-University/Senior National/ Federation Cup tournament.

**OR**

MA in Physical Education/M.P.Ed with Diploma in Coaching from NIS in the respective game and participation in Inter-University/Senior National/ Federation Cup tournament.

**OR**

A Very outstanding sportsperson with Bachelor's degree in any discipline and having participated in Olympic Games or upto third position holder in World Cup/Commonwealth Games/Asian Games or Arjuna Award or Daronacharya award or Rajiv Gandhi Khel Ratna Award or having Coached and accompanied the Indian team as its coach in his/her game/ sport for international competition or having produced international players.

- 2) Must have Passed Punjabi Language upto Matric Standard .

**Shooting :**

- 1) At least Bachelor 's degree in any stream and should be a position holder at the national/international level competition. He/she should have experience of coaching at the University/State/National/International level.

OR

A Very outstanding sportsperson with Bachelor's degree in any discipline and having participated in Olympic Games or upto third position holder in World Cup/Commonwealth Games/Asian Games or Arjuna Award or Daronacharya award or Rajiv Gandhi Khel Ratna Award or having Coached and accompanied the Indian team as its coach in his/her game/ sport for international competition or having produced international players.

- 2) Must have Passed Punjabi Language upto Matric Standard.

**16. Professional Assistants-4 ( Gen-2,SC Balmiki/ Mazbhi Sikhs-1, BC-1)**

( Pay Scale **Rs.10300-34800+ 3800 GP**)

**Qualifications:**

- 1) B.A./ B.Sc./ B.Com IInd Class with B.Lib Science IInd Class.  
or  
M.A./ M.Sc./M.Com. Plus B.Lib. Science IInd Class
- 2) Must have passed Microsoft word course recognized by the University/Govt. Institution and should have proficiency to operate the computer.
- 3) Must have passed Punjabi upto Matric Standard.

**17. Store Keeper (Construction Deptt.) -1 (reserved for SC)**

(Pay Scale: Rs.10300-34800+3200GP)

**Qualifications:**

- 1) Punjabi upto Matric standard is compulsory.
- 2) Certificate course in the trade of Civil Draftsman from I.T.I. or any other recognized Institution. Preference will be given to Diploma in Civil Engg.
- 3) Should have the working knowledge of Computer.
- 4) Shall have to clear Trade test and/or viva voce .

**18. Clerk-Cum-Junior-Data- Entry Operators- (Pay Scale: Rs.10300-34800+3200GP):**

GNDU Main Campus Amritsar-51(SC Ex Servicemen-3, SC Sportsperson-1, SC Balmiki/Mazbi Sikh-10, Other SC's-6, BC Ex Servicemen-1, Other BC's-4,Gen Ex.Servicemen-3,Gen Sportsperson-1, Handicaped-4, Unreserved-18)

GNDU Regional Campus Jalandhar-5(Other SC's-1, Unreserved-4)

GNDU College Jalandhar-2 (Other SC's-1, Unreserved-1)

**Qualifications:**

1. BCA/B.Sc(IT)/B.Sc. Computer Science/ B.Sc. Economics or B.A/B.Sc. or any other examination equivalent thereto, with Computer Science as an elective subject, with atleast 50% marks.

OR

Graduate with 50% marks and PGDCA from GNDU or equivalent thereto.

2. Knowledge of Punjabi upto Matric standard.

**19. Restorer-cum-Attendant(Library)-4( Gen-2, SC Balmiki/ Mazbhi Sikhs-1, BC-1)**

( Pay Scale: **Rs. 5910-20200+2400GP**)

**Qualifications:**

- 1) B.Lib Science
- 2) Punjabi upto Matric Standard.

**20. Junior Technician (Pay Scale: Rs. 5910-20200+2400GP)**

*Architecture Deptt – 1( reserved for SC)*

*Chemistry Deptt.– 10 (Gen-6, BC-1, SC Balmiki/Mazbi Sikh-1, Other SC's-2)*



*Food Science & Technology Deptt – 3(Gen-2, SC-1)*  
*Electronics Technology Dept.-5(Gen-3, SC Balmiki/ Mazbhi Sikh-1, Other SC's-1)*  
*Botanical & Environmental Sciences Dept.-3( Gen-2, SC-1)*  
*Human Genetics Dept.-4( Gen-3, SC-1)*  
*Molecular Biology & Bio Chemistry Dept.-4 ( Gen-3, SC-1)*  
*Zoology Dept.-2( Gen-1, SC-1)*

**Qualifications:**

- 1) B.Sc.  
**OR**  
 Three years diploma in the relevant subject from a recognized institution.
- 2) Punjabi upto Matric Standard is essential.

*Bio-Informatics ( Bio-Technology Dept.)-1*

**Qualifications:**

1. B.Sc. in any of the subject in Life Sciences with at least 50% marks and PGDCA from GNDU or equivalent thereof.  
**OR**  
 B.Sc. in Bioinformatics with atleast 50% marks.
2. Panjabi upto Matric Standard.

*University Health Centre Lab. -1*

**Qualifications:**

- 1) Diploma in Medical Lab Technology after 10+2 with 3 years experience in Health Centers of Govt./Semi Govt. Bodies/Corporations/Autonomous Bodies/Hospital of repute having at least 50 beds.  
**OR**  
 Diploma in Medical Lab Technology after Matriculation with 5 years experience in Health Centers of Govt./Semi Govt. Bodies/Corporations/Autonomous Bodies/Hospital of repute having at least 50 beds.
- 2) Knowledge of Punjabi up to Matric standard is essential.

*Computer Science & Engineering Dept.-8( Gen- 5, SC Balmiki/Mazbi Sikh-1,Other SC's-1, BC-1)*

**Qualifications:**

- 1) BCA/B.Sc.(IT)/B.Sc Computer Science/B.Sc. Economics or equivalent thereto or BA/B.Sc.with Computer Science as an elective Subject, with atleast 50% marks.  
**OR**  
 Post Graduate/Graduate with 50% marks and PGDCA from GNDU or equivalent thereof.
- 2) Punjabi upto Matric standard is essential.

**21. Junior Technician (Computer), GNDU College Jalandhar -1**

(Pay Scale : Rs.5910-20200+ 2400 GP)

**Qualifications:**

- 1) BCA/B.Sc.(IT)/B.Sc Computer Science/B.Sc. Economics or equivalent thereto or BA/B.Sc.with Computer Science as an elective Subject, with atleast 50% marks.  
**OR**  
 Post Graduate/Graduate with 50% marks and PGDCA from GNDU or equivalent thereof.
- 2) Punjabi upto Matric standard is essential.

**22. Junior Technician GNDU, Regional Campus, Gurdaspur:**

(Pay Scale : Rs.5910-20200+ 2400 GP)

*Central Office-2*

*Electronics Communication & Engineering-2(SC-1)*

**Qualifications:**

- 1) B.Sc.  
**OR**  
 Three years diploma in the relevant subject from a recognized institution.
  - 2) Punjabi upto Matric Standard is essential.
- Computer Science & Engineering-1(Reserved for SC)*

**Qualifications:**

- 1) BCA/B.Sc.(IT)/B.Sc Computer Science/B.Sc. Economics or equivalent thereto or BA/B.Sc.with Computer Science as an elective Subject, with atleast 50% marks.

**OR**

Post Graduate/Graduate with 50% marks and PGDCA from GNDU or equivalent thereof.

- 2) Punjabi upto Matric standard is essential.

**23. Junior Technician, GNDU Regional Campus, Sathiala:**

(Pay Scale : **Rs.5910-20200+ 2400 GP**)

*Computer Scienec & Engineering-4(Gen-3, SC-1)*

**Qualifications:**

- 1) BCA/B.Sc.(IT)/B.Sc Computer Science/B.Sc. Economics or equivalent thereto or BA/B.Sc.with Computer Science as an elective Subject, with atleast 50% marks.

**OR**

Post Graduate/Graduate with 50% marks and PGDCA from GNDU or equivalent thereof.

- 2) Punjabi upto Matric standard is essential.

*Electronics & Communication Engineering-4(Gen-3,BC-1)*

*Commerce & Business Management-1*

*Humanities & Sciences-1*

**Qualifications:**

- 1) B.Sc.

**OR**

Three years diploma in the relevant subject from a recognized institution.

- 2) Punjabi upto Matric Standard is essential.

**24. Binder (Bhai Gurdas Library)(Pay Scale: 5910-20200+2400 GP)-1(Reserved for SC)**

**Qualifications:**

- 1) Matric with Seven years experience as Binder in good binding house and knowing different kinds of bindings, provided the candidate qualifies the test. Preference will be given to I.T.I. certificate holder. However, the qualifications may be relaxed in the case of candidates already working in the University.
- 2) Punjabi upto Matric standard is essential.

**25. Watch & Ward Supervisor (Pay Scale: **Rs.5910-20200+ 2000 GP**):**

Main Campus Amritsar-3( Gen-2, SC-1)

Regional Campus Jalandhar-1

Regional Campus Gurdaspur-1

**Qualifications:**

- 1) Ex- Junior Commissioned Officer, not below the rank of a Subedar-Major or a retired Police Officer not below the rank of an Inspector. These qualifications may be relaxed to the rank of a Subedar for inservice candidates with atleast two years experience in the University.
- 2) Punjabi upto Matric standard is essential.

**26 Attendant (University Health Centre)-4(Gen-3, SC-1)**

(Pay Scale: : **Rs.4900-10680+1650GP**)

**Qualifications:**

- 1) 10+2 with 2 years experience as attendant/dresser in dental clinic / Operation Theatre / Casulty Wards in Health Centres/ Hospitals of Govt. /Semi Govt. Bodies/Corporation/Autonomous bodies private nursing homes.

**or**

10+2 with any of the paramedical diplomas i.e Diploma in Pharmacy/Medical Lab. Technology/ General Nursing or Diploma in Computer Applications/ Computer Engineering / Multipurpose worker.

- 2) Knowledge of Punjabi upto Matric Standard is essential.
- 3) Job is residential in nature and the person selected will be required to stay on the campus for emergency duty during night .

**27 Accounts Clerk(Construction Dept.)-3(Gen-2,SC-1)**

( Pay Scale: **Rs. 5910-20200+1900 GP**)

**Qualifications:**

- 1) B.Com/B.Com (Prof) with PGDCA

- 2) Knowledge of Punjabi upto Matric Standard is essential.

**28 Plumber(Construction Dept.)-2(Gen-1,SC-1)**

(Pay Scale: **Rs. 5910-20200+1900GP**)

**Qualifications:**

- 1) Matric with Punjabi
- 2) Certificate course from ITI or any other recognized Institution in the trade of Plumber.
- 3) Two Years experience as a plumber in a Govt., Semi Govt./Autonomous Bodies/Corporate Houses/Firms dealing with plumbing works/Contractors registered with various departments such as PWD/MES/CPWD etc. for civil works.

**29 Electrician Grade-II(Construction Dept.)-4(Gen-2,BC-1,SC-1)**

(Pay Scale: **Rs. 5910-20200+1900GP**)

**Qualifications:**

- 1) Matric with Punjabi
- 2) Two Year Certificate from ITI or any other recognized Institution in the trade of Electrician/Wireman
- 3) Three Year Experience in Govt/Semi Govt./Reputed firm.
- 4) Shall have to clear Trade test and/or Viva-Voce.

**30. Mortor Mate(Construction Dept.)-2(Gen-1, SC-1)**

( Pay Scale: **Rs. 5910-20200+1900GP**)

**Qualifications:**

- 1) Matric with Punjabi
- 2) Certificate course from ITI or any other recognized Institution in the trade of Civil Draftsman
- 3) Shall have to clear Trade test and/or Viva-Voce.

**31. Junior Library Attendant-Cum-Peons(Pay Scale: Rs. 4900-10680+1650 GP):**

GNDU Main Campus Amritsar-2(Gen-1, SC-1)

GNDU Regional Campus Sathiala-2(Gen-1, SC-1)

GNDU Regional Campus Jalandhar-2(Gen-1, SC-1)

GNDU Regional Campus Gurdaspur-4(Gen-1, SC Balmiki/ Mazbhi Sikh-1, Other SC's-2)

SRSPM GNDU College Niari-1

**Qualifications:**

- 1) Senior Secondary Certificate(10+2).
- 2) Punjabi upto Matric standard is essential.

**32. Security Guards-35(SC Balmiki/Mazbi Sikh-7,Other SC's-8,SC Sports Person-1, BC-9, Freedom Fighter-1, Gen Sportsperson-2, General-7)**

(Pay Scale: Rs.4900-10680+1650 GP)

**Qualifications:**

- 1) Ex-Serviceman from Defence/Para Military force.

**Note:**

1. Copy of Circular containing detailed instructions, qualifications, etc. for the posts, is available only at the University Website: <http://www.gndu.ac.in/careerwithus.asp>
2. **Persons already in service must send their applications through their employer. All those candidates working in organizations/institutions including affiliated colleges of the university may be allowed to appear in interview without No Objection Certificate with the condition that in case the candidate is selected, no extension in joining time will be allowed. Such candidates are required to give an undertaking on the format available on university website: [www.gndu.ac.in](http://www.gndu.ac.in). All such candidates will be given standard joining time i.e. one month from the issuance of appointment letter.**
3. The candidates are required to apply separately for each post earmarked for each Deptt. / Station.
4. **Incomplete applications in any respect or without the prescribed fee or received after the due date will not be entertained.**
5. University reserves the right to fill or not to fill up the posts and to call only suitable candidates for interview.
6. The number of posts can be increased or decreased before the interview.
7. C.V. of any candidate can be placed before the Selection Committee at the time of Interview.
8. **IMPORTANT: Applicants for the posts of Librarian/Director Physical Education & Sports /Deputy Librarian/Deputy Director Physical Education & Sports must attach the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) Proforma as indicative**

**Appendix-III Table-V(C)/VIII(C) (duly filled-in all respects by them) and attested copies of supporting documents, with their applications.**

- 9.** A minimum score of 300 points for the post of Deputy Librarian/ Deputy Director Physical Education & Sports /equivalent cadres and 400 points for Librarian/Director Physical Education & Sports/equivalent cadres from category III of APIs are required as set out in UGC Regulations (2nd Amendment) 2013 vide UGC letter No.F.1-2/2009(ECPS)Pt.V(I) Vol.II dated 14 June,2013.
- 10.** Practical/Written Test will be held wherever necessary.
- 11.** Candidates claiming Backward Class Category will submit the photo copy of their latest valid BC certificate issued by the competent authority.

**Amritsar  
10th Sept,2013**

**REGISTRAR**