Advt. No. 4/2014/Admn.IV

Applications are invited for filling up the following non-teaching posts in Jawaharlal Nehru University as per details given against each:

1. **Senior System Analyst –Communication and Information Services(CIS)- Group – 'A' [1 Post –UR)] Pay Band – 3 (Rs. 15600 – 39100) + Grade Pay Rs. 7600/-:**

Essential Qualifications & Experience:

i. M.Sc. from any recognized University in the field of Computer Science/Physics/Statistics/Mathematics or MCA/M.Tech. in Computer Science with minimum 55% marks in aggregate.

ii. Minimum 10 years of experience in working and maintaining large system, Network System Management, Campus wide Network, Secured Mailing Solution & Network Security/Monitoring.

iii. Experience in conducting large ICT training programmes OR teaching application software/technologies for researchers in the institutions of higher education.

Desirable Qualifications and Experience:

i. Experience of electronic data processing in software system development and system management in UNIX or Windows Networking, RDBMS and development tools like Visual C++, Java, ASP, JSP, PHP, Web Technologies, Learning Management System, Education ERP and E-content development.

ii. Demonstrable Enterprise experience in network support management, internet technologies, Network Security, Video Conferencing, Deployment of Cloud Infra VoIP, OFC, GPON and Wireless technologies.

iii. Experience in preparing RFP/tender documents/technical specifications for IT related infrastructure in large organizations.

iv. PMP/CCNP/ITIL/ISO27001 LA certification is preferred.

v. Experience in developing softwares/ERP for educational institutions, e-governance and developing academic software modules etc.

2. **Assistant Director (Physical Education) – Sports Office - Group A [1 Post- OBC] Pay Band – 3 (Rs. 15600 – 39100) + Academic Grade Pay Rs. 6000/-**

Essential 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.

Desirable qualification:

i. Specialisation of indoor games, Table Tennis, Badminton and Basketball. This is in view of the fact that:

These sports are frequently played by the JNU Students.

3. **Systems Analyst - School of Computational and Integrative Sciences (SC&IS) – Group – 'A' [1Post – UR] Pay Band – 3 (Rs. 15,600 – 39,100) + Grade Pay Rs. 5400/-:**

Qualification and Experience:

        i.   B.E./B.Tech. / M.Sc./M.C.A. in Computer Science and related fields with a minimum of 55% marks and above;

        ii   The candidate must have 3 years experience in managing large cluster/heterogenous servers/graphic systems with programming capability in C, C++, Java in Linux.

Desirable :

        i.   Person with experience in managing and implementing software installation and development in large cluster systems.

        ii   Proven experience in Networking systems and peripherals.

4. **Assistant Archivist – Archives on Contemporary History (ACH) - Group - 'B' [1 Post – UR)] Pay Band - 2 (Rs. 9300 – 34800) + Grade Pay Rs. 4200/-:**

Essential Qualifications :

i.   M.A. in Modern History
ii.   Minimum 2 years experience of preservation of records, management of archives.
iii. Good knowledge of English.

Desirable:

i.   Diploma in Archival Studies

5. **Professional Assistant – Central Library – Group- 'B'[3 Posts: – 1 – UR, 1 – SC, 1 – ST)] Pay Band-2 (Rs. 9300-34800) + Grade Pay Rs. 4200/-:**

Essential Qualifications:

i.   M.Lib. Sc./MLIS or equivalent with 50% marks.   OR

    Master's Degree in Arts/Science/Commerce or any other discipline with 50% and B.Lib. Sc./BLIS with 50% marks.

ii.   Post Graduate Diploma/Certificate Course in Computer Application/Science/Library Automation from a recognized institute with minimum of 6 months duration.

Desirable Qualifications:

(i)   Atleast three years' working experience in a reputed library.
(ii)   Knowledge of Library Automation activities.
(iii)   Knowledge of any foreign language.
(iv)   Post Graduate Diploma/Certificate Course in Computer Application/Science/Library Automation from a recognized institute with minimum of 6 months duration.

6. **Senior Technical Assistant – Advance Instrumentation Research Facility (AIRF) - Group – 'B'[1 Post – UR] Pay Band-2 (Rs. 9300 – 34800) + Grade Pay of Rs. 4200/-:**

Essential Qualifications :

i.   Master's degree in Physics/Chemistry/Biology.

ii   Minimum two years of experience in running and handling of sophisticated equipments, such as Mass Spectrometry/Confocal Microscope/Live Cell Imaging System/NMR/PPMS in reputed laboratory/University/Institute/Industry/(Documentary evidence and demonstrative knowledge required for working with these equipments).

Desirable Qualification:

i   Experience in handling of project based work.

7.	**Senior Technical Assistant – School of Physical Sciences (SPS) - Group – 'B'[1 Post – SC] Pay Band-2 (Rs. 9300 – 34800) + Grade Pay of Rs. 4200/-:**

Essential Qualifications:

i.	**B.Sc. (Major/Honors in Chemistry) with three years experience**

	or
M.Sc. in Chemistry with one year experience

Desirable Qualifications:

Experience in teaching laboratories in University/Research Institute.

8.	**Statistical Assistant – SC/ST/OBC Cell - Group C [1 Post - OBC] Pay Band-1 (Rs. 5200-20200) + Grade Pay Rs. 2800/-:**

Essential Qualifications & Experience:

i.	A good Master's degree in Statistics/Economics/Mathematics

ii.	Adequate experience in collecting and procession of statistical data through EDP techniques monitoring progress of development activities, compilation of statistical returns and plan proposals, etc.

iii.	Knowledge of Computer Programming/Statistical modules and softwares.

Desirable qualification:

Knowledge about the Reservation Rules/Rosters, applicable in recruitment as per GOI rules.

9.	**Sanitory Inspector – Estate Branch - Group- 'C'[1 Post – OBC] Pay Band-1 (Rs. 5200 – 20200) + Grade Pay Rs. 2800/-:**

Essential Qualifications :

i.	10+2 with recognized Diploma in Health & Sanitation

Experience :

ii.	Two years relevant experience in sanitation and malaria control

General conditions:

1.	**Upper Age Limit: 45 years for S.No. 1,2 & 3 and for all other posts Upper age limit : 35 years. Upper Age limit for Group-A posts will not be applicable in respect of JNU departmental candidates and five years age relaxation in upper limit will be given to the JNU departmental candidates for Group-B and C posts.**
2.	Age relaxation will be given to SC/ST/OBC/Ex-servicemen candidates as per rules, which will be applicable to the post reserved for respective reserved category. No age relaxation will be applicable to reserved category candidates applying for unreserved post.
3.	The candidates belonging to SC/ST/OBC categories are required to submit their respective caste certificate in the format prescribed by the Govt. of India.
4.	Persons already in service in Govt./Autonomous/PSU should apply through proper channel along with vigilance clearance and integrity certificate. Attested copy of last five year ACR/APAR's be also sent separately.
5.	Merely possessing the prescribed qualifications and requisite experience would not entitle a person to be called for the written test/interview.

6.	**The University reserves the right:**
	a.	to fix criteria for screening the applications so as to reduce the number of candidates to be called for written tests/interview;
	b.	to conduct written tests or trade test/field trials etc to further shortlist the candidates for such posts where no test is prescribed in the recruitment rules and a large number of applications are received;
	c.	The written test of multiple choice option will consist of questions from General English, General Knowledge and from the relevant area of the post applied for. The question paper except for the paper of General English will be bilingual and the candidates will have the option to answer either in Hindi or in English.
	d.	to increase/decrease the number of vacancies on its own discretion.
	e.	to frame a panel for filling up future vacancies arising during the tenability of panel which is normally operative for one year;

    f.   relax the age/qualifications/experience at its discretion; and

    g.   not to fill up any of the advertised positions.

7. Skill test/written test(s) should not be construed as a merit test; the selection will be made purely on the basis of performance in the interview on the recommendation of Selection Committee.

8. Knowledge of Computer Application is necessary for all posts.

9. No TA/DA or local conveyance shall be paid to the candidates called for skill/written tests.

10. Application along with prescribed fee is to be submitted for each post separately as under: **For Group-A posts :** Rs.500/- for General / OBC candidates; For remaining categories of posts lower than Group-A: Rs. 300/- for General /OBC candidates; No application fee is payable in respect of SC/ST/PH candidates. Application fee shall be payable in the form of Bank Draft/Demand Draft drawn in favour of **"Finance Officer, JNU" payable at New Delhi. The name of the candidate, the post applied for and application ID Number should be mentioned on the reverse side of Bank Draft/Demand Draft.**

11. **Incomplete applications are liable to be straightaway rejected** and no correspondence will be entertained.

12. The hard copy of the online application along with testimonials including those applying through proper channel should reach the office within another five days of the last date of submission of online application and the applications received thereafter shall not be entertained. The University will not be responsible for any postal delay.

13. Format of applications (on-line) is available in the <u>University website</u>. The format be strictly followed.

14. The applicant should clearly mention the name of the post applied for on the envelope.

The eligible and interested persons are required to apply on-line in the format available in the University website www.jnu.ac.in. **Applications, except on-line, will not be accepted**. Applicants are also required to submit the hard copy, i.e. signed copy of the online application along with the prescribed application fee, one latest passport size photograph duly pasted in the space prescribed in the application form and signed across on it(the stappled photograph will not be accepted) and self-attested copies of the certificates of educational qualifications, date of birth, experience, caste certificate, identity proof (ID-Card/Election I-Card/UID Aadhar/PAN Card/Driving Licence etc.), check list etc., to **Dy. Registrar (Admn.), Room No. 310 (Recruitment & Data Cell Tele: 011-26738721), Administrative Block, Jawaharlal Nehru University, New Delhi-110067 within 30 days of the publication** of this advertisement in the Employment News **(on 02.08.2014) i.e. by 01.09.2014 upto 5.30 p.m..** Crucial date for fixing eligibility criteria, upper age limit, etc. shall be the last date of submission of application. **Both submission of the on-line application as well as subsequently the hard copy of on-line application is mandatory** along with the testimonials/certificates/application fee etc.

                                                                       Registrar