



इन्दिरा गाँधी राष्ट्रीय जनजातीय विश्वविद्यालय

Indira Gandhi National Tribal University

अमरकंटक (म.प्र.) || Amarkantak (MP)

(संसद के अधिनियम के अधीन स्थापित राष्ट्रीय विश्वविद्यालय)

(A National University established by an Act of Parliament)

Ref. NO. IGNTU/Rec.Cell/158

Date: 05/02/2016

Walk in Interview **Recruitment Advertisement**

A walk in interview will be conducted on 22/02/2016 at 10.30 AM in the Executive Hall of the University at Old Administrative Block for engagement of the following contractual academic and administrative positions for the UGC Research Project entitled “**Equal Opportunity Bureau: Remedial coaching, UGC-NET/JRF Coaching, Coaching for Entry into All India Services for the SC/ST/OBC and Minority students**”, in Indira Gandhi National Tribal University, Amarkantak. The posts are **on purely temporary basis** i.e. for the academic session 2015-16. The details of the posts are given below.

Sr. No.	Name of the Post	Posts	Eligibility Qualification
1	<u>Guest Faculties</u> Coaching for Entry into All India Services (General Studies- Paper-I and Paper-II)	6 (UR) 2 (OBC) 1 (SC) 1 (ST)	1) A Candidate should have completed PG with minimum 55% from recognized university. 2) A Candidate should have appeared/cleared UPSC mains examinations. A photocopy of admit card of UPSC mains examination has to be enclosed along with the application.
2	<u>Guest Faculty</u> Paper-I (General Studies) UGC-NET/JRF Coaching	1 (UR) 1 (OBC)	1) A Candidate should have completed PG with minimum 55% from recognized university. 2) A Candidate should have cleared UGC NET/JRF examinations in concerned subject. A photocopy of certificate of UGC NET/JRF has to be enclosed along with the application.
Remedial Coaching			
3	<u>Guest Faculty</u> Communication Skills	1 (UR)	1) A Candidate should have completed PG with minimum 55% from recognized university.
4	<u>Guest Faculty</u> Reasoning and Competitive Skill	1 (OBC)	

5	<u>Guest Faculty</u> RRB, SSB, SSC and other equivalent Exam preparation	2 (UR) 1(OBC) 1 (SC)	2) A Candidate should have appeared/cleared SSB/SSC/RRB or other competitive examinations in concerned subject. A photocopy of admit card has to be enclosed along with the application.
6	<u>Guest Faculty</u> Skill Training and Subject Proficiency	1 (UR) 1(SC) 1 (OBC)	
Equal Opportunity Cell/ Bureau			
7	Administrative Officer (EOC)	1 (UR)	Essential: a) Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC seven-point scale alongwith a good academic record. b) Knowledge of Computer Applications. Desirable: Experience in administration/ Establishment Finance/Examination of the University.
8	Placement Officer	1 (UR)	Essential: a) Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC seven-point scale alongwith a good academic record. b) Knowledge of Computer Applications. Desirable: Experience of Placement.
9	Computer Operator	3 (UR) 1 (OBC)	Essential: a) 10+2 or equivalent qualification from a recognized Board. b) English Typing @ 35 w.p.m. Hindi Typing @ 30 w.p.m. (35w.p.m. and 30 w.p.m. correspond to 10500 KDPH/9000 KDPH on an average of 5 Key depression for each word) c) Working knowledge of Computer Desirable: Graduate from a recognized university
10	Lower Division Clerk (LDC)	2 (UR)	a) 10+2 or equivalent qualification from a recognized Board. b) English Typing @ 35 w.p.m. Hindi Typing @ 30 w.p.m. (35w.p.m. and 30 w.p.m. correspond to 10500 KDPH/9000 KDPH on an average of 5 Key depression for each word) c) Working knowledge of Computer Desirable: Graduate from a recognized university

11	Multi Tasking Staff (MTS)	2 (UR)	Essential: Matriculation or equivalent pass OR ITI pass
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General instructions:

- I. The posts are **Purely on Temporary Basis**. The selected candidates shall have no claim for appointment on regular basis by virtue of being appointed in temporary basis.
- II. The engagement is for a project period and project requirement.
- III. Qualification(s) relaxable at the discretion of the selection committee in the case of a candidate otherwise well qualified.
- IV. Reservation followed as per Govt. of India norms.
- V. Pay – Consolidated, as per UGC Norms
- VI. The eligibility of candidate will be determined as on the date of advertisement.
- VII. The candidate who fulfills the requirements may attend the Walk-in-interview along with Curriculum Vitae along and Original documents and self attested photocopies of certificates of qualifications, experience, mark sheet, birth certificates, and caste certificates, two passport size photographs etc.
- VIII. Applicants appearing with incomplete documents will not be entertained for the interview.
- IX. The statutory provision for relaxing of age, minimum qualification, experience etc. prescribed in case of candidates belonging to SC/ST/OBC/PWD categories will be made applicable to them.
- X. The candidate, if employed with any Autonomous/Government or private sector may bring “NOC” from their employer at the time of interview.
- XI. The competent authority reserves the right to postpone/cancel the Walk-in-Interview at any stage.
- XII. The University will have the right to restrict the number of candidates to be called for interview, based on the recommendations of the Screening Committee constituted as per the Regulations for this purpose to a reasonable number on the basis of qualifications and experience higher than the minimum prescribed or by any other condition that it may deem it.
- XIII. The candidate shall report for walk-in-interview at 9.30 A.M.
- XIV. Interested candidates may also in their own interest ensure that they fulfill the eligibility conditions. Ineligible candidates will not be allowed to appear for interview. Verification of documents will be done before interview.
- XV. Candidates are requested to see IGNTU’s website on regular basis for any new announcement in this regard.
- XVI. No TA/DA will be admissible for attending Walk-in-interview.
- XVII. Canvassing in any form OR on behalf of a candidate will be a disqualification.
- XVIII. You can also submit an advance copy of your Curriculum Vitae through the email:@gmail.com

- **Date: 22.02.2016**
- **Time: 10:30AM**
- **Venue: EC Hall, IGNTU Amarkantak (M.P.) India**

Registrar
IGNTU, Amarkantak (M.P.)