

CENTRAL UNIVERSITY OF RAJASTHAN, BANDARSINDRI

The Central University of Rajasthan has been established by an Act of Parliament, the Central Universities Act 2009. The University started working temporarily from Jaipur and introduced two PG programmes in 2009-10, namely M.Sc./M.A. Statistics and M.Sc. Tech Mathematics in collaboration with Malaviya National Institute of Technology(MNIT), Jaipur.

In 2010, the University was allotted over 518+ acres of land at Bandarsindri on Jaipur-Ajmer Road, about 80 k.m. from Jaipur for establishment of its permanent campus and developed required infrastructure with sufficient modern facilities for 20 academic programs. The University launched six new P.G. Programmes in the academic year 2010-11 from its temporary campus at Kishangarh. These were M.A. in English and Economics, M.Sc. in Chemistry and Computer Science, M.Tech. in Computer Science & Engineering and M.B.A.

In 2011-12, six more P.G. Programmes namely M.A. in Hindi and Culture & Media Studies, M.Sc. in Physics, Environmental Science and Biotechnology and M.Arch. Thus at present, the University offers 14 P.G. Programmes which are unique, futuristic in nature and with high job potential.

With effect from academic year 2012-13, the University has started six additional P.G. Programmes i.e. M. Pharm. (Specialization in Pharmaceutical Chemistry), M.A. in Public Policy, Law and Governance, M.A. in Social Work, M.Com., M.Sc. in Biochemistry and M.Sc. in Microbiology. The University has also started Ph.D. programmes from the academic year 2012-13.

The University needs visionary, committed, dynamic, dedicated and hard working persons who believe in high moral and ethical values and who can be partners in building a strong, dynamic and vibrant University with highest academic standards, responsive to changing global trends and providing unparalleled educational opportunities to the learner community, for recruitment to various teaching and non-teaching positions.

Details of Recruitment to Teaching Positions

No. of Teaching Positions: 27

S. No	Program	Name of Post	No. of Posts	Post Code	Reservation
I School of Mathematics, Statistics and Computational Sciences					
1	Statistics	Asso. Professor	01	AP/ST	UR
		Asstt. Professor	01*	ATP/ST	SC
2	Computer Science	Asso. Professor	01*	AP/CS	SC
II School of Chemical Sciences and Pharmacy					
3	Pharmacy	Asso. Professor	01*	AP/CH	ST
III School of Humanities and languages					
4	English	Asso. Professor	01*	AP/EN	ST
5	Hindi	Professor	01	P/HN	ST
		Asso. Professor	01	AP/HN	SC
IV School of Social Sciences					
6	Economics	Professor	01*	P/ECO	SC
7	Social Work	Asso. Professor	02	AP/SW	UR
8	Public Policy, Law and Governance	Professor	01	P/PPLG	UR
		Asso. Professor	01	AP/PPLG	UR
9	Culture and Media Studies	Asso. Professor	2 [#]	AP/CMS	UR
V School of Commerce and Management					
10	Management	Asso. Professor	01*	AP/MB	SC
11	Commerce	Professor	01	P/COM	SC
		Asso. Professor	02	AP/COM	UR
		Asstt. Professor	01	ATP/COM	OBC
VI School of Architecture					
12	Architecture	Professor	1*	P/ARC	UR
		Asso. Professor	2*	AP/ARC	UR
		Asstt. Professor	2*	ATP/ARC	1-OBC, 1-SC
VII School of Life Sciences					
13	Biochemistry	Asso. Professor	01*	AP/BC	SC
VIII School of Earth Science					
14	Environmental Science	Asso. Professor	01*	AP/EVS	SC
IX School of Physical Sciences					
15	Physics	Asso. Professor	01*	AP/PHY	ST

Note: The reservation for PWD (Person with disabilities) candidates as per GoI/ UGC Norms.

The candidates having specializations in Film/ T.V. craft, Cinematography, Editing, Sound, Screenplay, Direction and Production will be preferred.

* The candidates, who have already applied for the teaching position in response to the advertisement No. R/F.32/5445 dated 06.03.2012 and advt. no. R/F.35/6170 dated 16.05.2012, are not required to apply again.

Presently the following Programme(s) is/are being offered under the given Schools and in future more PG, UG and Research programmes are proposed to be initiated under these Schools.

Sr. No.	Name of the Schools	Academic Programmes
1	School of Humanities and Languages	(i) M.A. English (ii) M.A. Hindi
2	School of Social Sciences	(i) M.A. Economics (ii) M.A. Culture & Media Studies (iii) M.A. Public Policy, Law and Governance (iv) M.A. Social work
3	School of Commerce and Management	(i) MBA (ii) M.Com.
4	School of Chemical Sciences and Pharmacy	(i) M.Sc. Chemistry (ii) M. Pharm.
5	School of Engineering and Technology	M. Tech. Computer Science and Engineering
6	School of Mathematics, Statistics and Computational Sciences	(i) M.Sc. Computer Science (ii) M.Sc./M.A. Statistics (iii) M.Sc. Tech. Mathematics
7	School of Architecture	M. Arch. Specialization in Sustainable Architecture
8	School of Life Sciences	(i) M.Sc. Biotechnology (ii) M.Sc. Biochemistry (iii) M.Sc. Microbiology
9	School of Earth Science	M.Sc. Environmental Science
10	School of Physical Sciences	M.Sc. Physics

Pay Scales:

Professor : Rs. 37, 400 – 67, 000 + AGP 10, 000/-
Associate Professor : Rs. 37, 400 – 67, 000 + AGP 9, 000/-
Assistant Professor : Rs. 15, 600 – 39, 100 + AGP 6, 000/-

Qualifications and Experience:

Minimum qualification and experience required for the above posts are as prescribed by UGC/ AICTE/ COA.

NET shall remain the minimum eligibility condition for recruitment and appointment of Assistant Professors as per UGC Regulations, 2010.

Please note that the prescribed qualifications for teaching positions stand as per “UGC Regulations on minimum qualification for appointment of teaching and other academic staff in Universities and Colleges and measures for the maintenance of standards in Higher Education 2010”. Eligibility shall be considered as per the revised regulations. You may visit the UGC website: www.ugc.ac.in for more details. Applicants for Assistant Professors are to provide documentary evidence to the effect that the Ph.D. was awarded as per UGC Regulation, 2009.

Details of Recruitment to
Administrative and Non-Teaching Positions

No. of Non-Teaching Positions: 11

S.No.	Post	Post Code	No. of vacancy	Reservation
1	Controller of Examination	COE	01	UR
2	Internal Audit Officer (on deputation basis)	IAO	01	UR
3	Executive Engineer	EE	01	UR
4	Medical Officer	MO	01	UR
5	Hindi Translator	HT	01	UR
6	Nurse	NR	01	UR
7	Personal Assistant	PA	01	UR
8	Assistant	AT	01	UR
9	Technical Assistant	TA	01	UR
10	LDC	LDC	01	OBC
11	Dresser/Medical Attendant	MA	01	UR

General Conditions

1. The qualifications, emoluments and conditions of service, including age of superannuation, shall be as prescribed by the University Grants Commission / Government of India from time to time.
2. The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for the interview. Where the number of applications received in response to an advertisement is large and it is not feasible or possible to interview all the candidates, the University at its discretion, may restrict the number of candidates to a reasonable limit on the basis of qualifications / experience higher than the minimum prescribed for the post. The University, however, encourages candidate possessing higher qualifications and experience.
3. In case of recruitment to non-teaching positions, the University may conduct examination/seminar/presentation/written test/ computer test as a method for further short listing of candidates as may be decided by the competent authority.
4. Those already employed should apply through proper channel. However, they may submit an advance copy to meet the deadline set for receiving the application.
5. Canvassing in any form may lead to cancellation of candidature.
6. The University reserves the right to:
 - i. Offer a post at a level lower than that applied for, depending upon the qualifications, experience and performance of the candidate.
 - ii. Draw up reserve panel / waiting list(s), which will be valid for one year from the date of approval of the competent authority and may be used for appointments on consequential / new vacancies.
 - iii. Consider applications received after last date.
 - iv. Consider "in absentia" candidature of those who may not have applied or who may have applied but are not able to appear for the interview.
 - v. Not to fill up any of the advertised posts, without assigning any reasons.
 - vi. Reduce or increase the number of posts.
 - vii. Decide criteria / procedure for short listing of the candidates
 - viii. Consider the appointment on direct recruitment / on deputation / contract basis.
 - ix. Relax minimum requirements of qualification and/or experience on the recommendation of the Screening/Selection Committee.
7. The **age as on 1st November 2012** should be less than or equivalent to the age limit.
8. Separate application should be submitted for each post and send the hard copy of the printout alongwith copies of relevant certificates and Demand Draft for each post separately.
9. Experience and qualification will be reckoned as on last date of submission of application. **Clear quality Xerox copies of all important certificates must be attached with the application.**
10. No TA / DA shall be paid to the candidates for attending the interview. However, the SC/ST/PWD candidates will be reimbursed contribution equivalent to second class

- railway / bus fare by shortest route on production of tickets.
11. Relaxation of 5% marks (from 55% to 50%) will be given at the qualifying examinations as per Govt. of India norms in case of SC/ST/PWD candidates.
 12. Application fees once paid shall not be refunded under any circumstances.
 13. The University will not be responsible for postal delay or disruption for online submission in receipt of the application forms from the candidates.
 14. (i) Applications received after the last date, (ii) incomplete in any respect and (iii) any fresh paper / enclosures after closing date, shall not be considered.
 15. Certificate in support of experience should be in proper format i.e. it should be on the organization's letter head, bear the date of issue, specific period of work, name and designation of the issuing authority along with his signature.
 16. The University shall verify the antecedents or documents submitted by a candidate at any time, at the time of appointment or during the tenure of the service. In case it is detected that the documents submitted by the candidates are fake or the candidate has a clandestine antecedents / background and has suppressed the said information, his services shall be terminated.
 17. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the University reserves the right to modify / withdraw / cancel any communication made to the candidates.
 18. In case of any dispute / ambiguity that may occur in the process of selection, the decision of the University shall be final.
 19. Candidates should send self attested copies of certificates and mark-sheets from X std. onwards in support of their qualifications. Originals should not be sent along with the application but these must be produced at the time of interview.
 20. Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications laid down in the advertisement.
 21. No correspondence will be entertained from candidates regarding postal delays, conduct and result of interview and reasons for not being called for interview. Candidates are advised to regular visit the University website for getting the information about progress in scrutiny work/ result, important dates of written/ trade/ computer proficiency test/ interview.
 22. In case of any disputes/suites or legal proceedings against the University, the Jurisdiction shall be restricted to the Rajasthan High Court, Jaipur.
 23. If D.D. number filled in the Application Form at the time of filling application form is not found correct or does not match with the original demand draft number attached with the application form, then application may be rejected. Please also mention the candidate's name and control ID on the backside of the demand draft.
 24. Candidates are required to apply on-line in accordance with the instructions given on the University website i.e. www.curaj.ac.in. CV/Resume/Bio-data sent directly by post or through e-mail cannot be considered.

HOW TO APPLY

1. You should go through all the necessary information available on the website i.e. www.curaj.ac.in before filling the form online.
2. If you are not very conversant with internet, first fill sample application form for practice. Download sample application form from the link “**Download Sample Application Form**”.
3. Only Online Applications will be accepted. Sample form will not be accepted in any case.
4. After practicing on the sample application form, get ready with the Demand Draft for applying online.

Note:

(a) The Demand Draft of Rs. 300/- should be in favour of “Central University of Rajasthan” and should be payable at Kishangarh, District Ajmer (Raj.).

(b) The SC/ ST/ Persons with Disability (PWD) or Physically Challenged (PH) candidates/ in-service candidates of the Central University of Rajasthan are exempted from fee.

5. Open the University website www.curaj.ac.in.
6. Start filling the application form online. First press the button "Apply Online". Select the post you are applying for. There are three separate categories of posts:
 - **Teaching posts:** Professors, Associate Professors, Assistant Professors.
 - **Administrative Posts:** Controller of Examination, Internal Audit Officer (only on deputation), Executive Engineer and Medical Officer.
 - **Non-Teaching Posts:** Hindi Translator (हिन्दी अनुवादक), Nurse, Personal Assistant, Assistant, Technical Assistant, LDC, Dresser/ Medical Attendant. .
7. Select the post from the drop down window for which you are applying. Press the button "Continue" to go to next page.
8. Fill your name, email-id and mobile number. On pressing the button "Submit" your control number and password will be generated. These will be sent to you through SMS and e-mail. These will be required to log-in again.
9. Now you will be directed to the main application page. For your convenience this page is divided into a number of sections viz. Personal Details, Qualification Details, Employment Status, Fee Details and Research Activity.
10. You are required to upload your photo and signature in a correct .JPEG format to avoid inconvenience.
11. Those applying for a Teaching Post will be required to fill one more section of Appraisal Details. For convenience it is also divided into six sections.

12. You are advised to fill each section completely before moving to next section. Ensure that the mandatory fields marked * are filled. After completing one section press button "Continue" to move to the next section. If some mandatory fields are not filled then you will not be permitted to go to the next section. Your cursor will go to the field which is left blank. Message box in red will show the discrepancy.
13. Complete all sections and press "Submit Form".
14. After locking the online application form, editing is not allowed. If you found something to re-edit in your application form, you are required to apply again as a fresh applicant.
15. If the form is filled completely now, the printout of the form will be displayed on the screen. Take its **two** printouts. One is for your record and the other one is to be signed and sent to **The Registrar, Central University of Rajasthan, Bandarsindri, National Highway-8, Tehsil Kishangarh, District Ajmer, Rajasthan, India-305801 by Speed/Registered Post only.** Do not forget to paste your latest photo, attach the Demand Draft and necessary photocopies with it, failing which the form is likely to be rejected. **The envelope containing the application form with the enclosures should clearly specify the code and the name of the post applied for.**

Front side of the envelope containing details as:

Application for the post of _____ Post Code: _____	To, The Registrar Central University of Rajasthan, Bandarsindri, NH-8, Tehsil Kishangarh District-Ajmer, Rajasthan, India-305801
From: _____ _____ _____	

The **last date for on-line application is 28th November 2012.** The hard copy of the application should **reach the address given above on or before 07th December 2012.**

16. You will need two identical copies of your latest photo. These should be pasted on the duplicate printouts of the form. The photos pasted on the forms should be self attested.
17. All the information is available on the University website only. No hard copy of the information or application form will be supplied.
18. **Documents to be enclosed along with the printout of the online application form:**
 - (i) Demand Draft.
 - (ii) Photocopy of certificate in support of Date of Birth and Place of Birth.
 - (iii) Photocopies of all the documents related to qualifications.
 - (iv) Photocopies of certificates related to experience.
 - (v) List of Papers / Books / Thesis published (if applicable)

- (vi) Any other document in support of your qualifications, experience etc. as mentioned in the form.
 - (vii) Photo copy of SC/ST/OBC/PH certificate, where applicable.
19. You can sign out during any stage while filling the online application. To continue you have to log-in again by giving your control number and password.
20. If you forget your password, press the button "Forgot Password" on the home page. Your password will be mailed to your email address.

For any query send a mail to: recruitments2012@curaj.ac.in

Note:

Applicants for Teaching Positions are required to fill up the **API Score Card** and send along with the application form.

Detail of Non-teaching positions

1. CONTROLLER OF EXAMINATIONS (for a term of five years)

Pay Scale: Rs. 37400-67000 (Grade Pay Rs. 10,000/-)

Minimum Qualifications:

- a. Master's Degree with at least 55% of the marks or its equivalent grade of B in UGC seven-point scale

AND

- b. At least 15 years of experience as Assistant Professor in the AGP of Rs. 7000 and above or with 8 years of service in the AGP of Rs. 8000 and above including as Associate Professor, alongwith experience in educational administration.

OR

Comparable experience in a research establishment and / or other institution of higher education

OR

15 years of administrative experience of which 8 years as Deputy Registrar or an equivalent post.

Desirable: Adequate experience in the pre-conduct and post-conduct of University examinations or other comparable examinations.

2. INTERNAL AUDIT OFFICER (On Deputation)

Pay Scale: 15600-39100 with a grade pay of Rs. 7600

Minimum Qualification:

- a. All India organised Audit and Accounts Services Officers holding analogous posts with at least 3 years experience in similar capacity.

- b. Officer qualified in SAS or its equivalent Accounts Service Examination of Central/State Government, holding analogous post and with 9 years' service in the immediate lower cadre.

OR

Officers with at least 9 years service in the cadre of Assistant Registrar/Accounts Officer with experience in Audit, Accounts and Works Departments of various organisations/Central Universities etc.

Age: Not more than 50 years

3. EXECUTIVE ENGINEER

Pay Scale: Rs. 15600-39100 (Grade Pay Rs. 6,600/-)

Minimum Qualifications:

- a. A Bachelors Degree in Civil Engineering with 10 years of experience in design and systems and construction of buildings, roads, sanitary and water supply systems including maintenance of the same

Desirable: Post-Graduate Degree in structures.

Age: Not more than 55 years

4. MEDICAL OFFICER

Pay Scale: Rs. 15600-39100 (Grade Pay Rs. 5,400/-)

Minimum Qualifications:

- a. Medical Graduate (Allopathic) with 5 years experience as General Duty Officer in a residential teaching institution or a hospital of repute.

Candidate with post-graduate qualifications will be preferred.

Age: 45 years

5. HINDI TRANSLATOR (हिन्दी अनुवादक)

वेतनमान: पे बैण्ड रूपये 9300-34800 एवं पे ग्रेड रूपये 4200

अनिवार्य शैक्षणिक अर्हताएं:

- (1) किसी मान्यता प्राप्त विश्वविद्यालय से अंग्रेजी/हिन्दी विषय में स्नातकोत्तर की उपाधि और स्नातक स्तर पर अंग्रेजी/हिन्दी अनिवार्य/वैकल्पिक विषय के रूप में रही हो या परीक्षा का माध्यम रही हो।

एवं

- (2) हिन्दी से अंग्रेजी और अंग्रेजी से हिन्दी में अनुवाद में मान्यता प्राप्त डिप्लोमा/प्रमाण पत्र पाठ्यक्रम किया हो या केन्द्रीय/राज्य सरकार एवं स्वायत्त संस्थाओं के कार्यालयों में हिन्दी से अंग्रेजी और अंग्रेजी से हिन्दी में अनुवाद कार्य का 2 वर्ष का अनुभव हो।

वांछनीय: संस्कृत अथवा किसी भारतीय भाषा का ज्ञान हो।

अनुभव: हिन्दी अध्यापन/अनुवादक के रूप में 2 वर्ष का अनुभव।

आयु सीमा: 30 वर्ष से अधिक नहीं।

केन्द्र सरकार/राज्य सरकार/विश्वविद्यालयों एवं स्वायत्त संस्थाओं के कर्मचारियों के लिए आयु सीमा में पाँच वर्ष की छूट। अनुसूचित जाति/अनुसूचित जनजाति एवं पिछड़े वर्ग के अभ्यर्थियों के लिए भारत सरकार के नियमानुसार छूट।

आयु सीमा निर्धारण के लिए वही तारीख निर्णायक होगी, जो आवेदन पत्र प्राप्त करने की अन्तिम तारीख होगी।

6. NURSE

Pay Scale: Rs. 9300-34800 (Grade Pay Rs. 4,200/-)

Minimum Qualifications:

- a. 10+2 in Science Stream from a recognised Board
b. Bachelor's Degree in Nursing

OR

Three-year Diploma in Nursing/GNM from a recognized Institution/ Authority with a minimum of 2 years experience in Nursing in a reputed Hospital or Clinic.

- c. Registration with Nursing Council of India/State

Age: Not more than 40 years

7. PERSONAL ASSISTANT

Pay Scale: Rs. 9300-34800 (Grade Pay Rs. 4,200/-)

Minimum Qualifications:

- a. Graduate in any discipline.
- b. Typing speed, 40 wpm.
- c. Proficiency in Stenography
- d. A good knowledge of computers.
- e. Experience as Stenographer of not less than 3 years in a State/Central/Deemed University/Affiliated or Autonomous College/ Public Sector Undertaking/ Autonomous organisation/ Multinational organisation/ Government.

Preference will be given to those qualified in the Stenographers examination held by a State / Central Board or its equivalent examination.

Age: Not more than 40 years

8. ASSISTANT

Pay Scale: Rs. 9300-34800 (Grade Pay Rs. 4,200/-)

Minimum Qualifications:

- a. A Bachelor's Degree with atleast 55% of the marks or its equivalent grade of 'B' in the UGC seven point scale.
- b. 3 years Experience as UDC / in a State / Central / University /Affiliated College/Public Sector Undertaking /Autonomous organisation/Multinational organisation/Government.

Age: Not more than 40 years

9. TECHNICAL ASSISTANT

Pay Scale: Rs. 5200-20200 (Grade Pay Rs. 2,800/-)

Minimum Qualifications:

- a. Diploma in Laboratory Technology or its equivalent from a recognized institution.

- b. Two years experience as Laboratory Technician with familiarity in handling sophisticated equipment.

Age: Not more than 35 years

10. LOWER DIVISION CLERK

Pay Scale: Rs. 5200-20200 (Grade Pay Rs. 1,900/-)

Minimum Qualifications:

- a. 12th class pass or equivalent qualification from a recognized Board or University;
- b. A typing speed of 35 words per minute in English or 30 words per minute in Hindi on computer (35 words per minute and 30 words per minute correspond to 10500 KDPH/9000 KDPH on an average of 5 key depression for each word)

Age: 18-27 years (Relaxable for Govt. servants upto 40 years in accordance with instructions or orders issued by the Central Govt.)

11. DRESSER/ MEDICAL ATTENDANT

Pay Scale: Rs. 5200-20200 (Grade Pay Rs. 1,800/-)

Minimum Qualifications:

- a. 10+2 with Science subjects or equivalent from a recognized Board/ University
- b. Two years experience as a Dresser in a registered/ recognized hospital

Age: Not more than 35 years
