

# Central University of Jammu

8/8 Trikuta Nagar, Jammu

## Employment Notification No. 07

Applications on prescribed form are invited from eligible candidates for appointment to the following posts:

- |  |   |                   |
|--|---|-------------------|
| 1. Finance Officer (Tenure Post: 3 years)            | : | 1-UR              |
| 2. Controller of Examinations (Tenure Post: 5 years) | : | 1-UR              |
| 3. Librarian   | : | 1-UR              |
| 4. Deputy Librarian                                  | : | 1-UR              |
| 5. Assistant Librarian                               | : | 2-UR              |
| 6. Department of Mass Communication & New Media      |   |                   |
| i. Professor   | : | 1-UR              |
| ii. Associate Professor                              | : | 2-UR              |
| iii. Assistant Professor                             | : | 2-UR, 1-OBC, 1-SC |
| 7. Department of Sociology and Social Work           |   |                   |
| i. Professor   | : | 1-UR              |
| ii. Associate Professor                              | : | 2-UR              |
| iii. Assistant Professor                             | : | 2-UR, 1-OBC, 1-SC |
| 8. Department of Mathematics                         |   |                   |
| i. Assistant Professor                               | : | 1-ST              |

The downloaded application form, complete in all respects must be sent to this office, along with demand draft of Rs. 500/- from any Nationalised/Scheduled bank drawn in favour of OSD (Finance), Central University of Jammu, payable at Jammu, through post (Registered/Speed) to 8/8, Trikuta Nagar, Jammu (J&K)-180012, so as to reach on or before 31<sup>st</sup> January, 2014. However, SC/ST/PWD candidates are exempted from payment of fee.

Eligibility conditions and salary shall be as per UGC/Central Govt. norms. For application form and further details visit University website [www.cujammu.ac.in](http://www.cujammu.ac.in)


Note: The candidates who have already applied for the posts of Professor, Associate Professor and Assistant Professor in Social Work in response to the Notification No:

CUJ/Aptt/2011-12/Advt(2)/811 dated: 3<sup>rd</sup> March, 2012; and Assistant Librarian and Deputy Librarian in response to the notification No. CUJ/Apptt./2011-12/Advt.(2)/2142 dated: 12.10.2012 are required to apply afresh in the prescribed format. They are, however, not required to pay application fee, if already paid. They are required to indicate the details, such as Name of the Bank, D.D. No., Date and Amount, in the relevant column of the application form.

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No. CUJ/Aptt./Advt./2014/5756-63  
Dated: 09-01-2014

  
Registrar

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DETAILS OF PAY, QUALIFICATIONS AND OTHER REQUIREMENTS.

1. FINANCE OFFICER (PB Rs.37400-67000+GP Rs.10,000)  
(Tenure Post: 3 years)

- a. Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC seven-point scale.
- b. (i). At least 15 years of experience as Assistant Professor in the AGP of Rs. 7,000 and above or with at least 8 years of service in the AGP of Rs. 8,000 and above including as Associate Professor along with experience in educational administration.
- OR
- ii. Comparable experience in research establishment and /or other institutions of higher education.
- OR
- iii. 15 years of Administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post.
- c. Age: Preferably below 55 years.
- d. Desirable: M.Com/M.B.A (Finance)/CA/ICWA/SAS and appropriate experience of Financial Management.

2. CONTROLLER OF EXAMINATIONS (PB:Rs.37400-67000+GP Rs.10,000)  
(Tenure Post: 5 years)

- a. Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC seven-point scale.
- b. (i). At least 15 years of experience as Assistant Professor in the AGP of Rs. 7,000 and above or with at least 8 years of service in the AGP of Rs. 8,000 and above including as Associate Professor along with experience in educational administration.
- OR
- ii. Comparable experience in research establishment and /or other institutions of higher education.
- OR
- iii. 15 years of Administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post
- c. Age: Preferably below 55 years.

3. LIBRARIAN (PB Rs.37400-67000+AGP Rs.10,000)

- a. Master's Degree in Library Science/Information Science/Documentation with at least 55% of the marks or its equivalent grade of B in the UGC seven point scale and a consistently good academic record.
- b. At least thirteen years as Deputy Librarian in a University or eighteen year's experience as a College Librarian.
- c. Evidence of innovative library service and organisation of published work.
- d. A minimum score as stipulated in the Academic Performance Indicator (API) based on Performance Based Appraisal System (PBAS), set out in UGC Regulations 2010 as amended in 2013 (to be supported by the documentary evidence).
- e. Five Library Research Papers.
- f. Age: Preferably below 55 years.

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- g. **Desirable:** M.Phil./Ph.D. Degree in Library Science/ Information Science/ Documentation/ Archives and Manuscript-keeping.

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4. **DEPUTY LIBRARIAN (PB Rs. 15600-39100 +AGP Rs.8000)**

- a. Master's Degree in Library Science/Information Science/Documentation with at least 55% of the marks or its equivalent grade of B in the UGC seven point scale and a consistently good academic record.
- b. Five years experience as an Assistant University Librarian/College Librarian.
- c. Evidence of innovative library service and organization of published work and professional commitment, computerization of library.
- d. A minimum score as stipulated in the Academic Performance Indicator (API) based on Performance Based Appraisal System (PBAS), set out in UGC Regulations 2010 as amended in 2013 (to be supported by the documentary evidence).
- e. Three Library related Research/Theme papers.
- f. Age: Preferably below 45 years.
- g. **Desirable:** M.Phil./Ph.D. Degree in Library Science/Information Science/ Documentation/ Archives and Manuscript-keeping/Computerization of Library.

5. **ASSISTANT LIBRARIAN (PB Rs.15600-39100+AGP 6000)**

- i. Master's Degree in Library Science/Information Science/Documentation Science or an equivalent professional degree with at least 55% of the marks (or its equivalent grade in a seven point scale wherever grading system is followed) and a consistently good academic record with knowledge of Computerisation of Library.
- ii. Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.
- iii. 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.
- iv. Age: Preferably below 35 years.

6. **PROFESSOR (PB Rs 37400-67000; AGP Rs 10,000)**

- A. (i) An eminent scholar with Ph.D. qualification in the concerned/allied/relevant discipline and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 publications as books and/ or research/ policy papers.
- (ii) A minimum of ten years of teaching experience in University/College, and/or experience in research at the University/National level institutions/industries, including experience of guiding candidates for research at doctoral level.
- (iii) Contribution to educational innovation, design of new curricula and courses, and technology - mediated teaching learning process.
- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based on Performance Based Appraisal System (PBAS), set out in UGC Regulations 2010 as amended in 2013 (to be supported by the documentary evidence).

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OR

B. An outstanding professional, with established reputation in the relevant field, who has made significant contributions to the knowledge in the concerned/allied/relevant discipline, to be substantiated by credentials.

**7. ASSOCIATE PROFESSOR (PB Rs 37400-67000; AGP Rs 9,000)**

- (i) Good academic record with a Ph.D. Degree in the concerned/allied/relevant disciplines.
- (ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed).
- (iii) A minimum of eight years of experience of teaching and / or research in an academic/research position equivalent to that of Assistant Professor in a University, College, Accredited Research Institution/industry excluding the period of Ph.D research with evidence of published work and a minimum of 5 publications as books and/ or research/policy papers.
- (iv) Contribution to educational innovation, design of new curricula and course, and technology – mediated teaching learning process with evidence of having guided doctoral candidates and research students.
- (v) A minimum score as stipulated in the Academic Performance Indicator (API) based on Performance Based Appraisal System (PBAS), set out in UGC Regulations 2010 as amended in 2013 (*to be supported by the documentary evidence*).

**8. ASSISTANT PROFESSOR (PB Rs 15600 – 39100; AGP Rs 6,000)**

- (i) Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level in the relevant subject from an Indian University or an equivalent degree from accredited foreign university.
- (ii) The candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET. Those candidates, who have cleared the State Eligibility Test (SLET/ SET) accredited by UGC for eligibility for Lectureship held prior to 1st June 2002, are exempted from the requirement of NET. The SLET/SET held from 1st June, 2002 onwards, only those candidates are eligible who have qualified J&K State eligibility test (SET) for Lecturership.
- (iii) Candidates, who are, or have been awarded a 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.
- (iv) NET/SLET/SET shall, however, not be required in disciplines for which NET/SLET/SET is not conducted.

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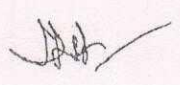
## OTHER CONDITIONS

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1. The Candidates must enter the relevant score in the Academic Performance Indicator (API) based on Performance Based Appraisal System (PBAS) as given in API Score Sheet in the application form where applicable as per eligibility conditions. Each API Score must be supported by the documentary evidence, without which no claim on account of API score would be entertained. ANNEXURE - II.
  2. In case of all positions, the application form must be accompanied by detailed curriculum vitae giving details of academic qualifications, experience, published work etc. The publication part in the CV other than Finance Officer and Controller of Examinations should invariably contain details with regard to the title of the journal/book, title of the Research paper, Vol No, Page Nos, year of publication, ISSN/ISBN, sole author/co-authors/joint publication, refereed/non-refereed, indexed/non-indexed and local/National /International status etc. These details shall be used to verify the API claim. ANNEXURE - II.
  3. Non NET /SLET candidates applying for the post of Assistant Professor are required to submit a certificate in the prescribed format (Annexure-I) from the concerned University to the effect that their Ph.D. Degrees are in accordance with UGC (*Minimum Standards and Procedure for award of M.Phil. /Ph.D. degree Regulations 2009*).
  4. Candidates applying for the post of Assistant Professor and Assistant Librarian shall provide complete details with regard to their academic qualifications, research publications, teaching/research experience, etc., supported by documentary evidence.
  5. Candidates applying for the post of Librarian shall necessarily submit copies of five Library research papers published in journals/ books, along with their applications.
  6. Candidates applying for the post of Deputy Librarian shall necessarily submit copies of three library related Research/Theme papers published in journals/books alongwith their applications.
  7. Relaxation of 5% marks (from 55% to 50%) may be provided at the Master's level in the case of SC/ST/Persons with Disabilities candidates and to those Ph.D. Degree holders, who have passed their Master's Degree prior to 19<sup>th</sup> September, 1991. The eligibility marks of 55% (or an equivalent grade in the point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.
  8. Five non-compounded advance increments shall be admissible at the entry level of recruitment as Assistant Professor and Assistant Librarian to persons possessing the Degree of Ph.D. awarded in a relevant discipline by a University following the process of admission, registration, course work and external evaluation as prescribed by the UGC. M.Phil. degree holders at the time of recruitment to the post of Assistant Professor and Assistant Librarian shall be entitled to two non-compounded advance increments.
  9. The period put in by the candidates as the Residency Period to acquire M.Phil. and/ or Ph.D. Degree shall not be counted towards teaching/research experience. Candidates must provide the details with regard to the Residency Period in the application form.
  9. i. The reservation for the SC/ST/OBC/ Persons with Disabilities candidates is as per the Govt. of India rules.  
ii. Candidate applying under quota reserved for Person With Disabilities should indicate whether he/she, belong to SC/ST/OBC or General category, wherever applicable.
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- iii. Person suffering from not less than 40% of the relevant disability shall alone be eligible for the benefit of reservation for Persons With Disabilities.
- 10. Candidates seeking reservation under OBC category are required to submit certificates on the format prescribed by the Government of India, Department of Personal & Training, Socially & Educationally Backward Class (SEBC). Candidates will be considered as OBC only if they submit the required certificates in the above mentioned format (Annexure-II). Further, they shall submit the declaration given in the application form.
- 11. The appointment under reserved category is provisional and subject to certificate being verified through the proper channels. If the verification reveals that the claim of the candidate belonging to a particular category is false, his/her services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Panel Code/ Ranbir Panel Code for production of false certificates.
- 12. Candidates who have been awarded Ph.D. from foreign Universities should enclose "Equivalence Certificates" issued by the Association of Indian Universities, New Delhi, without which their candidature will not be considered and application will be rejected.
- 13. The selected candidates shall be appointed under a written contract.
- 14. Except for the Languages, medium of instruction in the University is English.
- 15. The recruitment to the advertised posts shall be carried out in accordance with the prevalent UGC/University/GOI norms.
- 16. Age of superannuation for all teaching positions shall be as per UGC norms.
- 17. All the appointees including the in-service candidates shall be governed by the New Pension Scheme (NPS) introduced by the Govt. of India.
- 18. Applicants not found suitable for the post applied for may be considered for lower posts in the same area of specialization with the consent of the candidate.
- 19. The University reserves the right to place reasonable limit on the total number of candidates to be called for interview.
- 20. Persons serving and willing to be considered for appointment on deputation basis can also apply.
- 21. Applicants found not suitable for higher positions may be considered for lower positions in case of Librarian positions and teaching positions with their consent.

**GENERAL INSTRUCTIONS:**

- 1. No TA/DA shall be paid to the candidates for attending the interview. However, the SC/ST candidates will be paid second-class railway/bus fare by shortest route on production of tickets.
- 2. In-service candidates shall route their applications through proper channel. However, they can submit an advance copy of the application form well before the last date alongwith-prescribed fee.
- 3. Application not accompanied by necessary supporting documents, self attested copies of degree certificates/ marks sheets/ experience certificates/category certificate (if applicable) issued by the competent authority and the incomplete applications shall be rejected summarily.
- 4. In case the last date fixed for receipt of applications is declared a holiday, next working day shall be deemed to be last date for receiving the forms.



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5. If the space provided in the application form is insufficient, information may be given on a separate sheet duly signed by the candidate and the same may be attached with the application form.
  6. Candidates are advised to attach a duly signed list of enclosures with the application form.
  7. The eligibility of candidates including those who have already applied will be determined as on the last date fixed for receipt of application forms.
  8. The University will not be responsible for any postal delay.
  9. Candidates in their own interest are advised to remain in touch with the University website ([www.cujammu.ac.in](http://www.cujammu.ac.in)). They should also regularly check their email account for updates. Issuance of notifications in the newspapers is not obligatory on the part of the University.
  10. Any change of address given in the application form should at once be communicated to the University.
  11. Before applying for a post, candidates are advised to satisfy themselves about their eligibility.
  12. The prescribed qualifications and experience are minimum and the mere possession of the same will not entitle a candidate for being called for interview.
  13. The University shall verify the antecedents/documents submitted by the candidates at the time of appointment or any time during the tenure of the service. In case, it is detected that the documents submitted are fake or the candidate has a clandestine antecedents/background and has suppressed the said information, his/her services shall be terminated forthwith.
  14. Separate applications must be submitted for each post.
  15. In case of any dispute, any suit or legal proceedings by or against the University shall be where the headquarter of the University situates.
  16. Relaxation in the upper age limit to the candidates belonging to SC, ST, OBC and persons with disabilities will be given as per the guidelines of the Govt. of India.
  17. Candidates belonging to SC, ST and Persons With Disabilities are exempted from the payment of application fee, provided the necessary certificate to that effect from the competent authority is enclosed with the application.


#### HOW TO APPLY?

The detailed eligibility conditions and prescribed application form are available only on the University website ([www.cujammu.ac.in](http://www.cujammu.ac.in)). The application form can be downloaded from the University website and submitted / sent with a DD of Rs. 500/- by Register/Speed post to Registrar, Central University of Jammu, 8/8 Trikuta Nagar, Jammu- 180012, J&K latest by 31<sup>st</sup> January, 2014. The DD should be drawn in favour of OSD (Finance) Central University of Jammu from any Nationalised/ Scheduled Bank payable at Jammu. The University shall not be responsible for postal loss/ delay. Applications received after the last date will be summarily rejected and no further correspondence shall be entertained in this regard.

No: CUJ/Aptt./Advt/2014/5756-63

Dated: 09-01-2014

  
Registrar

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Copy forwarded for information to the:

1. Secretary, Ministry of Human Resource Development, Department of Higher Education, Govt. of India, Shastri Bhawan, New Delhi.
2. Secretary U.G.C, Bahadurshah Zafar Marg, New Delhi- 110002.
3. Secretary General, Association of Indian Universities, AIU House, 16, Comrade Indrajit Gupta Marg New Delhi- 110002.
4. Joint Secretary (CU), U.G.C, New Delhi- 110002.
5. Commissioner Secretary to Govt. Higher Education Department, Govt. of J&K, Civil Secretariat, Jammu.
6. Registrars of all Indian Universities for publicity.
7. Director Information, Govt. of Jammu and Kashmir, Panjthirhi, Jammu .
8. Daily local & national newspapers.

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