



**JIWAJI UNIVERSITY, GWALIOR**  
(Accredited A++ By NAAC)  
**JIWAJI UNIVERSITY, GWALIOR**  
(Accredited A++ By NAAC)

No.F/Admn/Estt./2024/8041

Date: 10.03.2024

**Advertisement for Teaching Post (Including Backlog)**

Applications on the prescribed forms are invited from eligible candidates for the following regular teaching posts in the University Teaching Departments. Minimum qualification for the post of Assistant Professor will be as per UGC, New Delhi (vide UGC Regulations-2018) on minimum qualifications for appointment of teachers in Universities and colleges vide notification no. No. 271] NEW DELHI, WEDNESDAY, JULY 18,2018/ASHADHA 27, 1940 and as adopted by the University, from time to time.

S. No.	Name of the Department	Assistant Professor (Vacant Post-27)			
		UR	ST	SC	OBC
1	Adult Education	-	01	-	-
2	Ancient Indian History, culture & Archaeology	-	-	-	01
3	Bio-technology	-	-	01	-
4	Botany	02	01	-	-
5	Chemistry	01	01	01	-
6	Commerce	-	-	-	01
7	Computer Science	-	01	-	-
8	Economics	02*	-	-	01
9	Electronics	01	01	-	-
10	Library Science	-	01	-	-
11	Management	-	-	01	01
12	Mathematics	01	01	-	01
13	Physics	-	01	02	-
14	Zoology	-	-	01	01
	Total	07	08	06	06

**UR- Unreserved, SC-Scheduled Caste, ST- Scheduled Tribes, OBC-Other Backward Class.**

The qualifications and pay scales are as prescribed by the UGC Regulation 2018 and M.P. State Government respectively. The detailed information along with other terms and conditions and application form are available on the website: [www.jiwaji.edu](http://www.jiwaji.edu). The application filled in the prescribed form with relevant documents duly attested copies of enclosures along with Demand Draft of Rs. 1000/- (for Unreserved post) and Rs. 500/- (for reserved Post) of any Nationalized Bank drawn in favour of "Registrar, Jiwaji University, Gwalior" should reach to the **Registrar, Jiwaji University, Gwalior – 474011** on or before **10.04.2024** through registered/speed post only. Application shall not be received by hand/courier. Incomplete application/application without enclosure/application received after last date shall not be considered. University shall not be responsible for any postal delay.

**The envelope containing the application should be prescribed as "APPLICATION FOR THE POST OF \_\_\_\_\_"**

**Note:**(i) Reservation to women candidates will be provided as per M.P. Govt. rules.

(\* 01 Post Reserve for physically handicapped)

(ii) Reservation to physically handicapped persons will be provided as per M.P. Govt. rules.

(iii) Number of teaching posts can be increased or decreased and the university reserves its right to fill or not to fill the post advertised.

(iv) Reservation to SC/ST/OBC category will be provided only to the candidates having M.P. domicile.

(v) The candidates who have applied earlier in response to previous advertisements are required to apply afresh.

**REGISTRAR**

## **TERMS AND CONDITIONS**

1. Reservation for women and Divyang candidates shall be as per MP govt. rules.
2. The prescribed format of application and other required materials may be downloaded from Jiwaji University, Gwalior website, [www.jiwaji.edu](http://www.jiwaji.edu) in A-4 size Paper.
3. Benefit of reservation/Fee relaxation and other related relaxation can only be availed by candidates of MP domicile up on submission of caste, domicile, income (In case of non creamy layer), Divyang certificate issued by competent authority of Govt. of MP.
4. The prescribed application fee is Rs 1000.00 for UR and Rs. 500.00 for SC/ST/OBC applicants of MP domicile on submission of supporting Certificate. SC/ST/OBC applicants of other states shall be treated as UR as per University/Govt. of MP rules.
5.
  - a. The prescribed application fee shall be paid through DD only in favour of **“Registrar, Jiwaji University, Gwalior (M.P.)”**

The DD of application fee deposit should be attached with application form (Annexure 1). Fee once paid shall not be refunded in any circumstances.

- b. Divyaang (D) candidates are fully exempted from payment of the prescribed fees on submission of relevant Disability Certificate issued by the competent authority.
  - c. In case the applicant wants to claim benefits under the Divyaang (D) category, the applicant’s relevant disability should not be less than 40 per cent. Proof to this effect in the form of a valid Disability Certificate must be attached with the application.
6. Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications and Academic/Research scores, furnished with clarity, as laid down in the advertisement.
7. Applications should be supported by **good quality photocopies of relevant documents (self-attested)** in all respects. Claims of educational qualifications should be supported by Certificates/Mark sheets. Applications not supported by documents shall be summarily rejected. All the attachments should be numbered and cross referenced in the application form in the relevant Annexures.
8. The crucial date for reckoning possession of educational and other qualifications, possession of required experience, etc. is the **last date of submission of application i.e. 10.04.2024**. University shall not be responsible for any postal delay in case of receipt of application form.

9. Application after the last date, incomplete in any respect and any fresh paper/enclosures after the closing date, shall not be considered.
10. Candidate already in service should submit their application through Proper Channel. While an advance copy may be sent directly, a No Objection Certificate (NOC) or duly forwarded application should be produced at the time of interview.
11. Any change in the correspondence address, mobile/telephone no. and email address shall be communicated to the University, in writing to Registrar, jiwaji university, Gwalior.
12. 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 service. In case of fake documents, clandestine antecedents or suppression of information, services in the University shall be terminated.
13. Applications for the posts reserved for SC/ST/OBC (Non-Creamy Layer)/ Divyang shall be supported by certificate in a prescribed format duly issued by the competent authority. Applicants for the reserved post of OBC-NCL are required to submit 'updated certificate' regarding his/her 'OBC status and non-creamy layer status' in a prescribed format duly issued by the competent authority. OBC certificate (Non Creamy Layer) should be issued on or after -----. If the relevant certificates for respective reserved categories are not attached with the application, the application shall be rejected.
14. The University reserves the right not to fill any of the post(s). There may be an increase or decrease in the number of posts advertised.
15. Separate application (along with application fee) should be filled for each post applied for.
16. Applicants awarded degrees by foreign Universities are required to submit Equivalence Certificate issued by Association of Indian Universities, New Delhi. The University reserves the right to require Equivalence Certificate for various degrees from any of the applicant.
17. Relaxations and concessions shall apply as per MP Govt./UGC norms.
18. The completeness of the submitted application is the sole responsibility of the applicant. Applicants are advised to send their applications well in advance and take into account possible delay due to pandemic situation. The University shall not be responsible for any delay/loss due to postal or technical reasons.
19. In case of any inadvertent mistake in the advertisement and in the process of selection, which may be detected at any stage, even after issue of appointment, the University reserves the right to modify/withdraw/cancel any communication made to the candidate.
20. On any matters related to the current advertisement and in the subsequent process of selection, any decision and/or interpretation of Vice-Chancellor, JU, Gwalior shall be final.
21. Canvassing directly or indirectly at any stages of the recruitment processes will lead to disqualification.

22- TA shall be paid to outstation SC/ST candidates of MP domicile for attending interview as per M.P. Govt. Norms. However SC/ST candidates serving in Govt./Semi Govt./autonomous bodies shall not be paid TA.

**23 Experience Certificate:** All claims of experience shall be supported by an Experience Certificate which is clear and complete in all respects.

- a. The experience certificate shall be in proper format i.e., it shall bear the organization's letter-head, bear the date of issue, specific period of work, name and designation of issuing authority along with signature and official seal.
- b. Appointment letter and such other documents issued at the initial stage of appointment/engagement i.e., before completion of the experience under consideration shall not be accepted as valid proof of the period of work.
- c. The University will consider only regular/permanent experience at the level of Assistant Professor/Associate Professor for the post of Associate Professor/Professor.
- d. The decision of University in any matters related to teaching/research/post-doctoral/professional experience shall be final.

**24** Any type of corrigendum/addendum/amendments/notice/update etc. related to this advertisement shall be uploaded on University website [www.jiwaji.edu](http://www.jiwaji.edu) only. The University will not be responsible for invalid/wrong email ID and Mobile No. mentioned by the candidates. Therefore, it is the responsibility of the candidate to mention correct contact details and regularly check their e-mail, SMS and Jiwaji University, Gwalior website [www.jiwaji.edu](http://www.jiwaji.edu) for updates.

**25** Whoever has more than two children after the dated 26-01-2006, will be not eligible for the appointment. The separate affidavit will be submitted for the information of children.

**26 Last date of receipt of complete application is 10.04.2024.**

**27** jurisdiction for all disputes will be Gwalior.

**28** The application may be submitted to the **Registrar, Jiwaji University, Gwalior (M.P.) - 474011**. Applications should be sent only by speed post/Registered post. Application shall not be accepted by hand/Courier in any case. Candidates must super-scribe the post applied for on the envelope.

### **Essential qualifications for the advertised Teaching posts**

1. The qualification and experience required for teaching posts will be as per “UGC REGULATIONS ON MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COLLEGES AND MEASURES FOR THE MAINTENANCE OF STANDARDS IN HIGHER EDUCATION, 2018” and its amendments from time-to-time.
2. The time taken by candidates to acquire M.Phil. and/or Ph.D. degree shall not be considered as teaching/research experience to be claimed for appointment to the teaching positions. Further, the period of active service spent on pursuing Research Degree simultaneously with teaching assignment without taking any kind of leave, shall be counted as teaching experience.
3. The National Eligibility Test (NET) or an accredited test (State Level Eligibility Test: SLET/SET) shall remain the minimum eligibility for appointment of Assistant Professor and equivalent positions wherever provided in the UGC (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations,2018.

Provided that candidates who have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their subsequent amendments from time to time, as the case may be, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or any equivalent position in the University/College/Institution.

Provided further that the award of degree to candidates registered for the Ph.D. Program prior to July11,2009, shall be governed by the provisions of the then existing Ordinances/By-laws/Regulations of the Institution awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/ Institutions subject to the fulfillment of the following conditions:-

- i. The Ph.D. degree of the candidate has been awarded in regular mode;
- ii. The Ph.D. thesis has been evaluated by at least two external examiners;
- iii. An open Ph.D. viva voce of the candidate has been conducted;
- iv. The candidate has published two research papers from his/her Ph.D. work, out of which at least one is in a refereed journal;
- v. The candidate has presented at least two papers based on his/her Ph.D. work in conferences/seminars sponsored/funded/supported by the UGC/ICSSR/CSIR or any similar agency.

The fulfillment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned).

4. NET/SLET/SET shall not be required for such Masters Programmers in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.
5. A minimum of 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed) at the Master's level shall be the essential qualification for recruitment of teachers and other equivalent cadres at any level.

A relaxation of 5% shall be allowed at the Bachelor's as well as at the Master's level for the candidates belonging to Scheduled Caste/Scheduled Tribe/Other Backward Classes (OBC) (Non-creamy Layer)/Differently-abled ((a) Blindness and low vision ; (b) Deaf and Hard of Hearing; (C) Loco motor disability including cerebral palsy, leprosy cured, dwarfism, acid-attack victims and muscular dystrophy; (d) Autism , intellectual disability, specific learning disability and mental illness; (e) Multiple disabilities from amongst persons under (a) to (d) including deaf-blindness) for the purpose of eligibility and assessing good academic record for direct recruitment. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever the grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based only on the qualifying marks without including any grace mark procedure.

6. A relaxation of 5% shall be provided, (from 55% to 50% of the marks) to the Ph.D. Degree holders who have obtained their Master's Degree prior to 19 September, 1991.
7. A relevant grade which is regarded as equivalent of 55%, wherever the grading system is followed by a recognized university, at the Master's level shall also be considered valid.
8. Regulations of the concerned regulatory bodies – UGC/AICTE/NCTE is followed in the minimum qualifications.
9. From 14.06.2019, all the research papers must be published in UGC-CARE list Journals only and a proof of the same should be enclosed with application form.
10. The Academic/Research score as specified in Annexure II shall be considered for short- listing of the candidates for interview only, and the selections shall be based on the performance in the interview.
11. Mere fulfilling eligibility conditions will not entitle any candidate to be called for interview. Stringent criteria will be applied for short-listing the candidates. The University reserves the right to place reasonable limit on the total number of candidates to be called for interview.

## 12. Minimum Qualifications as per UGC regulation 2018

- (1) **Eligibility for Assistant Professor (Department/ Subject-** (1) Adult Education (2) Ancient Indian History, culture & Archaeology (3) Bio-Technology (4) Botany (5) Chemistry (6) Commerce (7) Computer Science (8) Economics (9) Electronics (10) Library Science (11) Management (12) Mathematics (13) physics (14) Zoology .

### **Eligibility (A or B):**

#### **A.**

- (i) A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned/relevant/allied subject from an Indian University, or an equivalent degree from an accredited foreign university.
- (ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR or a similar test accredited by the UGC, like SLET/SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be, shall be exempted from NET/SLET/SET:

Provided, the candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/By-laws/Regulations of the Institution awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfillment of the following conditions:

- a. The Ph.D. degree of the candidate has been awarded in regular mode;
- b. The Ph.D. thesis has been evaluated by at least two external examiners;
- c. An open Ph.D. viva voce of the candidate has been conducted;
- d. The candidate has published two research papers from his/her Ph.D. work, out of which at least one is in a refereed journal;
- e. The candidate has presented at least two papers based on his/her Ph.D. work in Conferences/seminars sponsored/funded/supported by the UGC/ ICSSR/ CSIR or any similar agency.

*The fulfillment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.*

**Note:-** NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

OR

- B.** The Ph.D. degree has been obtained from a foreign university/institution with a ranking among top 500 in the World University Ranking (at any time) by any one of the following: (i) Quacquarelli Symonds (QS) (ii) the Times Higher Education (THE) or (iii) the Academic Ranking of World Universities (ARWU) of the Shanghai Jiao Tong University (Shanghai).

**13 (A) Eligibility for Assistant Professor ((School of Studies in Management)**

- (i) Master's Degree in Business Administration/PGDM/C.A./ICWA/M.Com. with First Class or equivalent and two years of professional experience after acquiring the degree of Master's degree.
- (ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC in Management or a similar test accredited by the UGC, like SLET/SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M. Phil /Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be, shall be exempted from NET/SLET/SET:

Provided, the candidates registered for the Ph.D. program prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/By- laws/Regulations of the Institution awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfillment of the following conditions:-

- i. The Ph.D. degree of the candidate has been awarded in regular mode;
- ii. The Ph.D. thesis has been evaluated by at least two external examiners;
- iii. An open Ph.D. viva voce of the candidate has been conducted;
- iv. The candidate has published two research papers from his/her Ph.D. work, out of which at least one is in a refereed journal;
- v. The candidate has presented at least two papers based on his/her Ph.D. work in conferences/seminars sponsored/funded/supported by the UGC/ ICSSR/ CSIR or any similar agency.

*The fulfillment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.*

**14- Applicants are required to submit their 'Application' with other 'Completed Formats- Annexure II or Annexure III ', depending upon the post applied by them, as follows:**

Annexure	Format (to be completed by applicants)	Remarks
Annexure I	Application Form	Common for all applicants
Annexure II	Criteria for Assistant Professor in University	Required for applying for Assistant Professor

Note: (i) **The proof of application fee deposit should be attached with Annexure I. Applications without proof of application fee submission shall be summarily rejected.**



**Jiwaji University, Gwalior**  
(Application form – Prescribed format)

Paste 1(one)  
passport size  
color photograph  
(Do not staple)

**GENERAL INFORMATION AND ACADEMIC BACKGROUND**

1. Name of post applied :
2. Name of Department applied for :
3. Category of post applied for : UR/SC / ST / OBC/EWS
4. Advertisement No. & Date :
5. DD No. \_\_\_\_\_ Date \_\_\_\_\_ Amount: Rs. \_\_\_\_\_
- Bank Name \_\_\_\_\_  
(Enclose original copy of DD)
6. Name of the applicant(in block letters) :
7. Gender(Male/Female/Transgender) :
8. Father's Name :
9. Mother's Name :
10. Date and Place of Birth :
11. Religion :
12. Category-SC/ST/OBC :  
(Attach proof of caste, income certificate ( In case of OBC-NCL)
13. Whether Divyaang (Physically Handicapped?:  
(If 'yes', Attach Proof)
14. State of Domicile :

15. Contact Details:

(a) Correspondence Address	(b) Permanent Address
(c) E-mail	(d) Mobile/Telephone
e ) Aadhaar Number	

16 Academic records beginning with High School Examination:

Sl. No.	Examination Passed	% of Marks with Division	Subject(s)	Year	Board / University	Distinction Achieved if any

17 Qualification in NET/SLET/SET:

Sl. No.	Name of Test / Exam	Conducted by	Year of Qualification

18 Other qualifications, if any:

19 Work Experience starting from Current Position:

Post held	Name of Institution/ Organization	Basic Pay drawn with pay scale	Duration (dd/mm/yy )		Nature of work
			From	To	

Break-up of Work Experience (to be filled up on the basis of S.N. 19 above)

S.N.	Nature of Experience	Years	Months	Days
19(a)	PG level Teaching Experience			
19(b)	UG level Teaching Experience			
19(c)	Post-Doctoral Research Experience			
19(d)	Other Work Experience			
	Total Experience			

20 Specialization :

**21 (a) Are you willing to accept the initial salary of the grade?**

**(If no, state what is the minimum salary expectable or expected with justification thereof).**

**(b) if appointed, what period would you require before joining the post?**

**22 (a) Has there been any break in your academic career?**

**(b) Have you been punished during your studies at college/University? If so, give details.**

**(c) Have you been punished during your services or convicted by a court of law? If so, give details.**

**(d) Were you at any time declared medically unfit or asked to submit your resignation or discharged or Dismissed? If yes, give details in a separate sheet.**

**(e) Do you have any court cases pending as one of the parties? If yes, give details**

23 Names, designation, E-mail and addresses of two referees (*one may be the present employer*):

(a)

(b)

24 List of Enclosures:

**Note:** *All particulars should be supported by relevant documents.*

25 Declaration by the Candidate:

*I have read the detailed Employment Notice and I shall abide by all the terms and conditions of the advertisement.*

*I certify that the foregoing information is correct and complete to the best of my knowledge and belief. I am not aware of any circumstances which may impair my fitness for employment in the Jiwaji University, Gwalior.*

Date :

Place :

Signature of the Candidate

26 Forwarded with the remarks that the institutions/organizations has no objections to the candidature of the applicant being considered for the post applied for, as above.

Place:

Telephone

Fax

Signature

(Head of the Institution/Organization)

E-mail

Designation

Dated

Address

Remarks:

1- Candidate already employed should forward through their employer.

**Jiwaji University, Gwalior**

**CRITERIA FOR SCREENING OF ASSISTANT PROFESSOR**

(To be filled up by the applicant and all claims to be supported by documents)

**SECTION – A: GENERAL**

<b>A.1</b>	Name of Applicant	:	
<b>A.2</b>	Name of Post applied for	:	
<b>A.3</b>	Name of Department /Subject applied for	:	

**SECTION – B: ACADEMIC AND RESEARCH RECORDS**

S.N.	Items	Scoring criteria	Self Assessment Score	Final Self-Assessment (taking into account the maximum limit)
<b>B.1</b>	<b>Graduation</b>	≥80% = 15 marks; ≥60% to <80% = 13 marks; ≥55% to <60% = 10 marks; ≥45% to <55% = 5 marks		
<b>B.2</b>	<b>Post-Graduation</b>	≥80% = 25 marks; ≥60% to <80% = 23 marks; ≥55% (50% for SC/ST/OBC(non-creamy layer)/PWD) to <60% = 20 marks		
<b>B.3</b>	<b>Research Degree (Score under this item has a maximum limit of 30 marks)</b>		-	-
	a)Ph.D.	30 marks		
	b) M.Phil.	≥60% marks = 7 marks; ≥55% to <60% marks = 5 marks		

<b>B.4</b>	<b>Additional Qualifications (Score under this item has a maximum limit of 7 marks)</b>		-	-
	a) NET with JRF	7 marks		
	b) NET	5 marks		
	c) SLET/SET	3 marks		
<b>B.5</b>	<b>Research Publications</b> (2 marks for each research publications published in Peer-Reviewed or UGC-listed Journals)			
<b>B.6</b>	<b>Teaching/Post-Doctoral experience</b> (1 mark for each completed half-year)			
<b>B.7</b>	<b>Awards (Score under this item has a maximum limit of 3 marks)</b>		-	-
	a) International/National Level (Awards given by International Organizations/ Government of India/ Government of India recognized National Level Bodies)	3 marks		
	b) State-Level (Awards given by State Government)	2 marks		
	<b>TOTAL (out of 100 marks)</b>			

# however, if the period of teaching/Post-doctoral experience is less than one year then the marks shall be reduced proportionately.

Note:

- |     |                          |                   |
|-----|--------------------------|-------------------|
| (A) | (i) M.Phil. + Ph.D.      | Maximum -30 Marks |
|     | (ii) JRF/NET/SET         | Maximum-07 Marks  |
|     | (iii) In awards category | Maximum-03 Marks  |

(B) Number of candidates to be called for interview shall be decided by the concerned universities.

(C)

<i>Academic Score</i>	-	<i>80</i>
<i>Research Publications</i>	-	<i>10</i>
<i>Teaching Experience</i>	-	<i>10</i>
<hr/>		
<i>Total</i>	-	<i>100</i>
<hr/>		

(D) Score shall be valid for appointment in respective State SLET/SET universities/College/Institutions only.

*Certified that the score mentioned under **Section B** above are true to the best of my knowledge and supported by documentary evidences.*

**Date :**

**Place:**

*Signature of the candidate*

Note: Any score claim shall be entertained only if corresponding supporting self-attested document is attached.

