



इन्दिरा गाँधी राष्ट्रीय जनजातीय विश्वविद्यालय

Indira Gandhi National Tribal University

अमरकंटक (म.प्र.) || Amarkantak (MP)

(A National University established by an Act of Parliament)

Ref. NO. IGNTU/Rec.Cell/158

Date: 17/02/2017

Walk in Interview Recruitment Advertisement

A walk in interview will be conducted on 02/03/2017 at 10.30 AM in the Conference Room No.1 of the University at Administrative Block for engagement of the following contractual academic and administrative positions for the UGC Project entitled "Equal Opportunity Centre: Remedial coaching, UGC-NET/JRF Coaching, Coaching for Entry into All India Services for the IGNTU students", in Indira Gandhi National Tribal University, Amarkantak. The posts are on purely temporary basis i.e. for the academic session 2017-18. 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)	3 (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 PRE MAINS Examinations. A photocopy of admit card of UPSC mains examination has to be enclosed along with the application.
2	<u>Guest Faculty</u> UGC-NET/JRF Coaching	1 (UR)	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.
3	<u>Guest Faculty</u> Communication Skills	1 (UR)	1) A Candidate should have completed PG with minimum 55% from recognized university. A Candidate should have completed three years of experience in field of communication skill.

कुलसचिव / Registrar -
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Indira Gandhi National Tribal University
अमरकंटक (म.प्र.) - 484 887
Amarkantak (M.P.) - 484 887

4	Administrative Officer (EOC)	1 (UR)	<p>Essential:</p> <p>a) Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC seven-point scale along with a good academic record.</p> <p>b) Knowledge of Law having LLB/LLM.</p> <p>Desirable: Experience in administration/Establishment Finance/Examination of the University.</p>
5	Placement Officer	1 (UR)	<p>Essential:</p> <p>a) Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC seven-point scale along with a good academic record.</p> <p>b) Knowledge of Computer Applications.</p> <p>Desirable: Two years of Experience in Placement.</p>
6	Computer Operator	1(UR) 1(ST)	<p>Essential:</p> <p>a) 10+2 or equivalent qualification from a recognized Board.</p> <p>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)</p> <p>c) Working knowledge of Computer</p> <p>Desirable: Graduate from a recognized university</p>
7	Lower Division Clerk (LDC)	1 (UR)	<p>a) 10+2 or equivalent qualification from a recognized Board.</p> <p>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)</p> <p>c) Working knowledge of Computer</p> <p>Desirable: Graduate from a recognized university</p>


 सुलेख / Registrar
 इंदिरा गांधी राष्ट्रीय जनजातीय विश्वविद्यालय
 Indira Gandhi National Tribal University
 अनंतखंड (M.P.) - 484 857
 Anantkhantak (M.P.) - 484 887

General instructions:

- I. The posts are Purely on ^{project based 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 ^{the prescribed} 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 ^{equal opp. combr drvusinh7ce@gmail.com}
^{with a copy to registrar@igntu.ac.in}
 - Date: 02.03.2017
 - Time: 10:30AM
 - Venue: Conference Room No.1 IGNTU Amarkantak (M.P.) India


Registrar
IGNTU Amarkantak (M.P.)
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