



# 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)

Advertisement No. : IGNTU/Rec. Cell/ NT-02/2017

Date: 06.11.2017

## **ADVERTISEMENT (No: NT-02/2017)**

Online applications are invited from the eligible candidates in the prescribed application form through IGNTU website <http://igntu.ac.in/recruitment.htm>

The Opening date of online registration is **08.11.2017**. The closing date for submission of online application is **08.12.2017** and submission of hardcopy of application along with all required enclosures is **18.12.2017**.

Post Code	Name of the Post	Pay Scale & Grade Pay	No. of Posts	Reservation Status
				UR
01	Registrar	Rs. 37400-67000 (PB-4) + Grade Pay ₹10000	01	01
Total			01	01

## **ELIGIBILITY CRITERIA**

Post Code	Name of the Post	Maximum Age	Eligibility
01	Registrar	Preferably below 57 years	<b>Essential Qualifications:</b> (i) A Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC seven-point scale. (ii) At least 15 years of experience as Assistant Professor in the AGP of ₹ 7000/- and above or with of 08 years' of service in the AGP of ₹8000 and above including as Associate Professor, along with experience in educational administration, <b>OR</b> Comparable experience in a research establishment and/or other institutions of higher education, <b>OR</b> At least 15 years of administrative experience of which 08 years shall be as Deputy Registrar or an equivalent post. <b>Mode &amp; Tenure of Appointment –</b> (i) The appointment shall be made for a tenure of five years or till attaining the age of 62 years whichever is earlier.

## TERMS & CONDITIONS

- 1) Knowledge of Hindi is essential.
- 2) The number of candidates to be called for Interview may be restricted based on the recommendations of the Screening Committee constituted as per the rule for this purpose.
- 3) Relaxation in age and experience may be granted to the candidates belonging to the Schedule Caste(SC)/Schedule Tribes(ST)/OBC/PWD or other reserved categories as per the UGC/Govt. of India guidelines. A certificate to this effect issued from the competent Authority should be attached with the prescribed application form. Wherever, relaxation of qualification including percentage of marks is permitted under the UGC/ Govt. of India guidelines, such relaxation shall also be considered in appropriate cases subject to recommendations of the Screening Committee.

**If the relevant certificates for respective reserved categories are not attached with the application, the application shall be rejected and no appeal against it will be entertained.**

- 4) Experience and qualification shall be reckoned as on the last date of submission of application.
- 5) No TA/DA will be paid for attending written exam/interview. However, the out-side candidate belonging to SC/ST/PWD categories will be defrayed second class rail fare, and in case any station is not connected by rail, ordinary bus fare shall be paid by shortest route as per the guidelines of the UGC/ Govt. of India. Extra charges (if any) incurred for reserving seat/sleeping berth in the train will, not be reimbursed to the candidates.
- 6) Candidate should bring all original testimonials/ certificates relating to his/her age, qualification, experience and caste etc. at the time of interview. In case the candidate fails to submit the original documents for verification of the certified/ Xerox copies of the enclosures to his/her application, he or she shall not be allowed to appear at the interview and his candidature shall be treated as cancelled without any further communication in this regard.

### 7) **Application Fees**

- (i) Non-Refundable fees for UR/OBC category candidate is Rs 500/-.
- (ii) SC/ST/PWD category candidate need not to pay any application fee.

### 8) **How To Apply**

- (i) Interested candidates have to submit the **ONLINE APPLICATION FORM** made available in the university website following the instructions given therein before the last date of application.
  - a. Self attested copies of the certificates of proof of Age, qualifications, experience, and caste.
  - b. Declaration Form &
  - c. Endorsement by the Employer (if, employed).

**To,  
The Recruitment Cell  
Indira Gandhi National Tribal University  
Lalpur, Amarkantak,  
Dist.-Anuppur( Madhya Pradesh)- 484887**

Hard copy of application form should reach **within 10 days from the last date of online registration application in a closed cover super-scribing Application for the post of ..... and the advertisement No. .... of the post as prescribed in the advertisement.**

- (ii) Candidates are required to **have a valid personal email ID**. It should be kept active during the process of recruitment. The IGNTU will send call letters for Interview through the registered email ID or the same

may be downloaded from the designated portal. In case, a candidate does not have a valid personal email ID, he / she should **create his / her new email ID before applying Online.**

- (iii) The name of the candidate, Date of Birth and his / her Parents' name, e-mail & mobile number etc. should be spelt correctly in the application as it appears in the class 10<sup>th</sup> certificates / marks sheets. Any change / alteration found may disqualify the candidature.

**OTHER CONDITIONS:**

- (i) Mere possession of eligibility conditions shall not entitle a candidate to be called for Interview. The date for determining the eligibility of all candidates in every respect shall be the closing date of submission of online application as prescribed in the advertisement for receipt of the applications. In other words no candidate shall be called for Interview if he does not possess the minimum qualification and experience etc. as on the closing date of the application for a particular post.
- (ii) Candidate who is already in service should submit his/her application through proper channel. However, he/she may send an advance copy of his/her application and should produce a "No Objection Certificate" from the employer at the time of interview failing which he/she shall not be entertained in Interview.
- (iii) It is the responsibility of the candidate to assess his own eligibility for the post in accordance with the prescribed qualification, experience etc and submit his application duly filled-in along with desired information, documents and other supporting materials as per the advertisement. Suppression of factual information, supply of fake documents, providing false or misleading information or any other undesirable action by the candidate shall lead to cancellation of his candidature. In case, it is detected at any point of time in future even after appointment that the candidate was not eligible as per the prescribed qualification, experience etc or he had suppressed factual information which could not be detected at the time of Interview due to whatever circumstances, his appointment shall be liable to termination forthwith as per this clause and also based on his undertaking **without** any further notice.
- (iv) Candidates are advised to visit the University website regularly for updates related to recruitment.
- a) The University reserves the right to fill or not to fill up the post advertised for any reasons whatsoever.
  - b) The University reserves the right to withdraw the advertisement either partly or wholly at any time without assigning any reason to this effect.
  - c) Interim enquiries shall not be entertained.
  - d) CANVASSING IN ANY FORM SHALL DISQUALIFY THE CANDIDATURE OF THE CANDIDATE**
  - e) Applicants are required to apply online separately for each post.
- (v) For any clarification, the candidates may only contact to the Recruitment Cell of the University by sending e-mail to [recruitment@igntu.ac.in](mailto:recruitment@igntu.ac.in)

Sd/  
Registrar