



महात्मा गांधी अंतरराष्ट्रीय हिन्दी विश्वविद्यालय, वर्धा
Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya, Wardha
(संसद द्वारा पारित अधिनियम 1997, क्रमांक 3 के अंतर्गत स्थापित केंद्रीय विश्वविद्यालय)
(A Central University Established by Parliament by Act No 3 of 1997)
Phone/Fax No. 07152-255707 website-www.hindivishwa.org

EMPLOYMENT NOTICE

No. MGAHV/03/2010 DT. 18.08.2010

Applications are invited for filling up the following Teaching and Non-teaching posts.

Teaching Posts

Post Code	Name of Post & pay Scale	No of Post	Category
01	Reader (LILA) 12000-18300 (Pre-revised)	01	Gen
02	Academic Coordinator/Reader 12000-18300 (Pre-revised)	01	Gen

Non-teaching Posts

Post Code	Name of Post & pay Scale	No of Posts	Category
03	Deputy Finance Officer 15600-39100 GP 7600	01	OBC
04	Assistant Registrar 15400-39100 GP 5400	01	ST
05	Section Officer 9300-34800 GP 4600	01	Gen
06	Assistant Engineer (on deputation) 9300-34800 GP 4600	01	Gen
07	Assistant 9300-34800 GP 4200	01	OBC
08	Computer Operator 5200-20200 GP 2400	02	1 ST, 1 SC

Details of Education Qualification, Experience, Application form etc. can be downloaded from the University website www.hindivishwa.org. Last Date for submission of application is 27.09.2010 upto 6:00 p.m.. The application should be sent to the Deputy Registrar (Estt. & Admn.), Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya, Gandhi Hills, Umari, Wardha- 442001 (Maharashtra).

Registrar



MAHATMA GANDHI ANTARRASHTRIYA HINDI VISHWAVIDYALAYA

(Established by Parliament by Act No. 3 of 1997)

Gandhi Hills, Umari, Wardha- 442001 (Maharashtra)

Phone/Fax : (07152) 255707

Website : www.hindivishwa.org

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Applications are invited for filling up the following Teaching and Non-teaching posts. Name of posts, pay scales and qualifications are shown vide Annexure-I (Teaching Posts) & Annexure-II (Non-teaching Posts).

Annexure- I (Teaching Posts)

Post Code	Name of Post & pay Scale	No of Post	Cat.	Essential Qualification	Desirable Qualification
01	Reader (LILA) 12000-18300 (Pre-revised)	01	Gen	Good academic record with a doctoral degree or equivalent published work. In addition to these, candidates who join from outside the university system, shall also possess at least 55% of the marks or an equivalent grade of B in the 7 point scale with latter grades O, A, B, C, D, E & F in M.E.(Computer Engineering)/M.Tech. (Computer Engineering) /M.C.A./M.Sc. (Computer Science) with 5 Years of Experience in Teaching and/or Research excluding the period spent for obtaining the research degrees and has made some mark in the areas of scholarship as evidenced by quality of publications, contribution to educational innovation, design of new courses and curricula.	Specialization in Computer Education, Hardware/ Software
02	Academic Coordinator/ Reader 12000-18300 (Pre-revised)	01	Gen	Good academic record with a doctoral degree or equivalent published work. In addition to these, candidates who join from outside the university system, shall also possess at least 55% of the marks or an equivalent grade of B in the 7 point scale with latter grades O, A, B, C, D, E & F in M.A.(Hindi) or M.A. (Sociology) or M.A. (Social Science) with 5 Years of Experience in Teaching and/or Research excluding the period spent for obtaining the research degrees and has made some mark in the areas of scholarship as evidenced by quality of publications, contribution to educational innovation, design of new courses and curricula.	Specialization in Academic Coordination with Students & Teaching members

Annexure- II (Non-teaching Posts)

Post Code	Name of Post & pay Scale**	No of Post	Cat.	Essential Qualification	Desirable Qualification
03	Deputy Finance Officer 15600-39100 GP 7600	01	OBC	Master's Degree with at least 55% of marks or its equivalent grade of B in the UGC seven point scale, along with (i) Nine Years' of experience as Assistant Professor in the AGP of Rs 6000 and above with experience in educational administration, or (ii) Comparable experience in research establishment and/or other institutions of higher education, or (iii) 5 years' of administrative experience as Assistant Registrar or in an equivalent post.	1. Knowledge of Hindi reading/writing/speaking. 2. Experience of University system will be preferred.
04	Assistant Registrar 15400-39100 GP 5400	01	ST	Master's Degree with at least 55% of marks of the marks or its equivalent grade of 'B' in the UGC Seven point scale along with a good academic record.	1. Knowledge of Hindi reading/writing/speaking. 2. Experience of University system will be preferred.
05	Section Officer 9300-34800 GP 4600	01	Gen	1. A Graduate Degree. 2. 5 years experience as Superintendent/ Assistant in the scale of 5,500-9000 (Pre-revised) (revised 9300-34800 GP 4200) or in the scale of 5000-150-8000 (Pre revised) (revised 9300-34800 GP 4200) in Central/State University/Offices.	1. Knowledge of Hindi reading/writing/speaking. 2. Experience of University system will be preferred.
06	Assistant Engineer (on Deputation) 9300-34800 GP 4600	01	Gen	A degree in Civil Engineering with 5 years experience of supervising Civil works in Central/State University/Offices.	Knowledge of Hindi reading/writing/speaking.
07	Assistant 9300-34800 GP 4200	01	OBC	A Bachelor's Degree	Preference will be given to the candidates having 3 years experience as Technical Assistant or Computer Operator in the scale of 4500-150-7000 (Pre-revised) Or UDC in the scale of 4000-100-8000 (Pre-revised) State/Central/University offices Or Data Entry Operator in the scale of 4000-100-8000 (Pre-revised) State/Central/University offices
08	Computer Operator 5200-20200 GP 2400	02	1 ST 1 SC	A Bachelor's Degree with DCA from the recognised Institutions/University.	Preference will be given to the candidates having 3 years experience in relevant field in the scale of 4000-100-8000 (Pre-revised) State/Central/University offices.

Important Instructions:

1. Age limit as on last date of advertisement-
 - a) for the post code No. 1 & 2 – not more than 50 years
 - b) for the post code No. 3 – not more than 45 years
 - c) for the post code No. 4 – not more than 40 years
 - d) for the post code No. 5 & 6 – not more than 35 years
 - e) for the post code No. 7 & 8 – not more than 30 years
2. All applicants must fulfill the essential qualifications of the post and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for various posts.
3. Mere conformity to the job requirement will not entitle a candidate to be called for interview. The University reserves the right to reject the application without assigning any reason and to raise the standard of specifications to restrict the number candidates to be called for interview. The recruitment process can be cancelled/suspended/terminated without assigning any reasons. The decision of the University will be final and no appeal will be entertained.
4. Application that are not in conformity with the requirement indicated in this advertisement, incomplete applications and those received after the last date also, applications not accompanied with requisite demand draft will not be entertained.
5. Candidates belonging to General/OBC Category should furnish crossed **Demand Draft for Rs 500/- in favour of Finance Officer, MGAHV payable at Wardha from any Nationalized Bank.**
6. Separate Application along with application Fee should be submitted for each post applied for.
7. No fee is to be paid by the SC/ST/Physically handicapped candidates and in service candidates of MGAHV, Wardha.
8. SC/ST/OBC category candidates should submit Caste Certificate (attested copy) in the proforma prescribed by the Govt. of India.
9. A relaxation of 5% shall be provided, from 55% to 50% of marks at the master's level for the SC/ST Category (for all posts).
10. A relaxation of 5% shall be provided, from 55% to 50% of the marks to the Ph.D. degree holders who have passed their Master's degree prior to 19th Sept. 1991.
11. B in the Seven Point Scale with letter grades O, A, B, C, D, E & F shall be regarded as equivalent of 55% where the grading system is followed.

12. Candidates selected will be on probation for a period of one year for group A post & two years for others.
13. The employees of Central/State Govt./PSUs/Corporations etc. must apply through proper channel in the prescribed form and should submit NOC at the time of interview.
14. If any time before or after of the selection of a candidate, it is found that any information is false or suppressed, his selection will be liable to be cancelled.
15. Educational Qualification shall be considered as on closing date.
16. Applicants will be required to enclose attested copies of the certificates of their educational qualifications, experience etc.
17. The University will not be responsible for postal delay, if any.
18. No T.A./D.A. will be paid to the Gen/OBC candidates. Outstation SC/ST candidates called for interview will be paid 2nd Class (sleeper class) Railway fare from the place of duty/residence to Wardha (MS) and back by the shortest route.
19. The Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya, Wardha reserves the right to fill up the post or increase/decrease the number of posts or even to cancel the whole process of recruitment without assigning any reasons thereof.
20. Applicants shall apply on the prescribed application form of this University only, which is available on University website www.hindivishwa.org.
21. The Application should be sent to the Deputy Registrar (Establishment), Mahatam Gandhi Antarrashtriya Hindi Vishwavidyalaya, Panchteela, Umari, Wardha- 442001 (Maharashtra) by Speed-Post or Registered Post. The application received after last date, incomplete application, not duly signed, not enclosed prescribed fee, not enclosed attested copies of the certificates/education qualification/experience and not in prescribed proforma will not be considered. Applicant must write the post name & post code on envelope.
22. Canvassing directly or indirectly will be treated as disqualification.
23. **Last Date for submission of application: up to 5:00 P.M. 27.09.2010.**

Registrar