

**Guru Nanak Dev University, Amritsar
Advertisement No. 4/2020**

Online applications are invited for the various Teaching and Non-Teaching posts in the University. **Online registration of application for these posts will start w.e.f. 10.08.2020 and end on 31.08.2020. Last Date for submitting Hard Copy of the Online submitted application is 08.09.2020.**
For further details visit University Website: <http://www.gndu.ac.in>.

**Amritsar
31.07.2020**

REGISTRAR

Guru Nanak Dev University, Amritsar

(Established by the State Legislature Act No.21 of 1969)

Advertisement No. 4/2020

Online applications are invited from eligible candidates for various Teaching and Non- Teaching posts in the Guru Nanak Dev University, Amritsar as per details given below. Candidates must also fill the Score Card Proforma for Assistant Professors, which is an essential component of the online application form. Candidates are required to deposit the prescribed fees (**non refundable**) through online mode only using Credit Card/ Debit card/ Net banking. Application fees for Posts at Sr. No. 1 to 11 will be Rs. 1180/-(including GST) (Rs. 590/-(including GST) for SC/ST & PWD candidates) and for Posts at Sr. No. 12 to 14 Rs. 944/-(including GST) (Rs. 472/-(including GST) for SC/ST & PWD candidates). The SC/ST and PWD candidates who are not domicile of the State of Punjab shall have to pay the application fee of Rs. 1180/- (including GST) for posts at Sr. No. 1 to 11 and Rs. 944/-(including GST) for posts at Sr. No. 12 to 14. The application submitted through online mode **ONLY** shall be accepted and submission of its Hard Copy is also must. The Candidates desirous to apply against the reserved category Posts must also attach their Punjab Domicile Certificate/Punjab Residence Certificate issued by the Competent Authority.

For the posts of Director-HRDC, Professor, Associate Professor & Deputy Director Physical Education candidates must send the downloaded Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), as set out in UGC regulations, and score card performa duly filled in all respect as per guidelines, along with the supporting documents with the hard copy of their application form, which is an essential component of the application form. This PBAS and Score Card proforma and guidelines are available at the university website : www.gndu.ac.in. No modification will be allowed subsequently.

Research Publications of the Candidates to be considered shall be as per the old list of UGC approved Journals published before 16.09.2019 and as per the new UGC care list published after 16.09.2019 respectively.

- N.B.** i. **Government of Punjab has issued a Notification No. 7/42/2020-5FP1741-746 dated 17.07.2020 vide which it is in process of revising the pay scales of Regular Employees of Government of Punjab as well as Autonomous Bodies i.e. Universities. Because of this notification the pay scales are not mentioned in the Advertisement no. 4/2020 issued by Guru Nanak Dev University, Amritsar for candidates who apply for regular posts. Guru Nanak Dev University will provide the information to the Candidates regarding the pay scales before the date of Interview as and when it is received from Government of Punjab.**
- ii. **At present, the recruitments in Guru Nanak Dev University is governed by "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, 2010". The University Grants Commission has notified the "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". The recruitment of the teaching faculty would be done on the basis of Regulations in force on the date of interview.**

Important Dates:

Opening date for on-line Registration of applications	:	10.08.2020
Last date for on-line Registration/submission of application.	:	31.08.2020
Last date for submitting the hard copy/print out of online application and supporting documents to the Registrar, Guru Nanak Dev University, Amritsar-143005 (Pb.)	:	08.09.2020

Detail of Posts

S.No.	Name of the Post(s)/ Pay Scale	Department (Specialization)	No. of Post(s)
1.	Director Pay Scale (*) (!) Note : Expenditure subject to receipt of balance grant of previous year & current year & to be restricted as per grant sanctioned by UGC.	Human Resource Development Centre (HRDC)	01

2.	Professor Pay Scale (*)	Architecture	01
		Chemistry	01
3.	Professor (#)(##) Pay Scale (*) OR Last pay drawn (-) Pension (For Retirees) (###)	Dr. B.R. Ambedkar Chair (Political Science, Sociology, Law and Social Science)	01
4.	Associate Professor Pay Scale (*)	History (Modern/ Medieval India)	01
		Laws	01
		Psychology(Statistics/Research Methodology/Multivariate Techniques)	BC-1
		Sociology	01
		Mathematics	01
		Chemistry	01
		Agriculture (Plant Breeding)	01
5.	Deputy Director Physical Education Pay Scale (*)	Physical Education & Sports (AT)	01
6.	Assistant Professor Pay Scale (*)	Foreign Languages (French)	SC-01
		Architecture	SC-01
		Physical Education (T)	BC-01
		Physiotherapy	01
		School of Punjabi Studies (ਆਧੁਨਿਕ ਪੰਜਾਬੀ ਸਾਹਿਤ(ਕਵਿਤਾ, ਨਾਵਲ, ਵਾਰਤਕ, ਨਾਟਕ), ਮੱਧਕਾਲੀ ਪੰਜਾਬੀ ਸਾਹਿਤ ਅਤੇ ਸਭਿਆਚਾਰ ਤੇ ਲੋਕਧਾਰਾ)	01
		School of Social Science (History)	PWD-01 (Orthopedically)
		Sociology (Social Work)	01
		Tourism & Hospitality (Tourism)	BC-01
		University Business School	01
		Food Science & Technology	01
7.	Consultant (Legal) (\$) (Fixed Pay : Rs 40,000/- PM)	GNDU, Main Campus, Amritsar	01
8.	Consultant (Taxation) (\$ (!!) (Fixed Pay : Rs. 50,000/- PM)	GNDU, Main Campus, Amritsar	01
9.	Liason Officer (\$) (Fixed Pay : Rs. 50,000/- PM)	GNDU, Main Campus, Amritsar	01
10.	Consultant-cum-Coordinator (@) (^) (&) (Fixed Pay Rs. 50,000/- P.M.)	Centre of Preparation for Competitive Examinations	01
11.	Landscape Officer (\$) Pay Scale (*)	GNDU, Main Campus, Amritsar	01
12.	Coach Pay Scale (*)	Canoeing & Kayaking	SC-1
		Fencing	01
		Wushu	BC-1
		Athletics	01
		Taekwondo	01
13.	Accounts Clerk Pay Scale (*)	Construction Department	01
		GNDU College, Verka	01
14.	Driver Pay Scale (*)	GNDU, Main Campus, Amritsar	02

(*) i. Government of Punjab has issued a Notification No. 7/42/2020-5FP1741-746 dated 17.07.2020 vide which it is in process of revising the pay scales of Regular Employees of Government of Punjab as well as Autonomous Bodies i.e. Universities.

Because of this notification the pay scales are not mentioned in the Advertisement no. 4/2020 issued by Guru Nanak Dev University, Amritsar for candidates who apply for regular posts. Guru Nanak Dev University will provide the information to the Candidates regarding the pay scales before the date of Interview as and when it is received from Government of Punjab.

- ii. At present, the recruitments in Guru Nanak Dev University is governed by "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, 2010". The University Grants Commission has notified the "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". The recruitment of the teaching faculty would be done on the basis of Regulations in force on the date of interview.
- iii. Appointed candidates will be paid the salary as per Notifications No.7/204/2012-4FP 1/66, dated 15.1.2015 of Govt. of Punjab Department of Finance(Finance Personnel-I Branch) Chandigarh and as amended from time to time. (Copy of notification available at University Website: <http://www.gndu.ac.in>)

- (\\$) The upper age limit of the Post shall be 65 years.
- (!) The position will be filled on full regular scale and the Punjab Govt. Circular Number 7/204/2012-4FP1/66 dated 15.01.2015 will not be applicable as this position is fully funded by UGC with no liability on GNDU/ Punjab Govt.
Note : Expenditure subject to receipt of balance grant of previous year & current year & to be restricted as per grant sanctioned by UGC.
- (@) This post is tenure post for a period of one year and extendable on fixed Pay.
- (#) Selected person will be appointed upto 31.03.2021 or till the tenure of the Chair, whichever is earlier.
- (&) Fixed pay or Last pay drawn minus (-) pension (for retirees).
- (^) The age limit is 70 Years as per Syndicate decision on dated 23.4.2008 vide Para No. 40.
- (!!) The post will be purely on temporary basis on fixed emoluments of Rs. 50,000/- per month initially for a period of one year.
- (##) Salary subject to receipt of Grant from State Government or availability of funds.
- (###) For the post of Professor retired person below the age of 65 years can also be considered on contractual basis on fixed pay.

Qualifications:

Director

Human Resource Development Center (HRDC)

Qualifications:-

- A. (i) An eminent scholar with Ph.D. qualification(s) 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/ Industry, 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 of 400 points in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), as set out in UGC Regulation 2010 (3rd and 4th amendments **2016** vide UGC Notification No. F.1-2/2016(PS/Amendment) dated 04-05-2016 and 11-07-2016 respectively).

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.

Note:

- (a) The Candidates for the Post of Director, HRDC must fill the PBAS API Performa and Score Card Performa prescribed for the post of Professor which is available at University **Website:** <http://www.gndu.ac.in>
- (b) **Candidates are also required to submit their five sets of Bio-data and five sets of reprints of five major publications along with the application for evaluation purpose. Such publications submitted by the candidate shall have been published subsequent to the period from which the teacher was placed in the Assistant Professor stage-II.**
- (c) A relaxation of 5% may be provided at the graduate and Masters level for the Scheduled Castes/Scheduled Tribes/Differently-abled (physically and visually differently-abled) /Other Backward Classes (OBC) (Non-creamy layer) categories for the purpose of eligibility and for assessing good academic records during direct recruitment to teaching positions. The relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.
- (d) The period of 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.

Professor(s)

Architecture

Qualification:-

- A. (i) An eminent scholar with Good Academic record with a Ph.D. degree 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) Bachelor's Degree in Architecture and first class Master's Degree in concerned/allied/relevant subject (or an equivalent grade in a point scale wherever grading system is followed).
- (iii) A minimum of ten years of experience of teaching and/or research in an academic/research position equivalent to that of Assistant Professor in a University, National level Institutions/ Industry, including experience of having guided candidates for research at doctoral level.
- (iv) Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process.
- (v) A minimum score of 400 points in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), as set out in UGC Regulation 2010 (3rd and 4th amendments **2016** vide UGC Notification No. F.1-2/2016(PS/Amendment) dated 04-05-2016 and 11-07-2016 respectively).

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.

Note:

- (a) **Candidates are also required to submit their five sets of Bio-data and five sets of reprints of five major publications along with the application for evaluation purpose. Such publications submitted by the candidate shall have been published subsequent to the period from which the teacher was placed in the Assistant Professor stage-II.**
- (b) A relaxation of 5% may be provided at the graduate and Masters level for the Scheduled Castes/Scheduled Tribes/Differently-abled (physically and visually differently-abled) /Other Backward Classes (OBC) (Non-creamy layer) categories for the purpose of eligibility and for assessing good academic records during direct recruitment to teaching positions. The relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.
- (c) The period of 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.
- (d) **Candidates must be registered with Council of Architecture.**

Professor

Dr. B.R. Ambedkar Chair (Political Science, Sociology, Law and Social Science),

Chemistry

Qualification :

- A. (i) An eminent scholar with Ph.D. qualification(s) 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/ Industry, 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 of 400 points in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), as set out in UGC Regulation 2010 (3rd and 4th amendments **2016** vide UGC Notification No. F.1-2/2016(PS/Amendment) dated 04-05-2016 and 11-07-2016 respectively).

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.

Note:

- (a) **Candidates are also required to submit their five sets of Bio-data and five sets of reprints of five major publications along with the application for evaluation purpose. Such publications submitted by the candidate shall have been published subsequent to the period from which the teacher was placed in the Assistant Professor stage-II.**
- (b) A relaxation of 5% may be provided at the graduate and Masters level for the Scheduled Castes/Scheduled Tribes/Differently-abled (physically and visually differently-abled) /Other Backward Classes (OBC) (Non-creamy layer) categories for the purpose of eligibility and for assessing good academic records during direct recruitment to teaching positions. The relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.
- (c) The period of 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.

Associate Professor

History, Laws, Psychology, Sociology, Mathematics & Chemistry

Qualification :

- 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 or 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 courses, and technology – mediated teaching learning process with evidence of having guided doctoral candidates and research students.
- v. A minimum score of 300 points in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), as set out in UGC Regulations (3rd and

4th amendments **2016** vide UGC Notification No. F.1-2/2016(PS/Amendment) dated 04-05-2016 and 11-07-2016 respectively).

Note:

- (a) **Candidates are also required to submit their five sets of Bio-data and five sets of reprints of three major publications along with the application form for evaluation purpose.**
- (b) A relaxation of 5% may be provided at the graduate and Masters level for the Scheduled Castes/Scheduled Tribes/Differently-abled (physically and visually differently-abled) /Other Backward Classes (OBC) (Non-creamy layer) categories for the purpose of eligibility and for assessing good academic records during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a 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.
- (c) A relaxation of 5% is admissible, 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.
- (d) Good academic record means atleast 2nd class with 50% marks in graduation level.

Associate Professor

Agriculture (Plant Breeding)

Qualification:

- 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 or 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 courses, and technology – mediated teaching learning process with evidence of having guided doctoral candidates and research students.
- v. A minimum score of 300 points in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), as set out in UGC Regulations (3rd and 4th amendments **2016** vide UGC Notification No. F.1-2/2016(PS/Amendment) dated 04-05-2016 and 11-07-2016 respectively).

Note:

- (a) **Candidates are also required to submit their five sets of Bio-data and five sets of reprints of three major publications along with the application form for evaluation purpose.**
- (b) A relaxation of 5% may be provided at the graduate and Masters level for the Scheduled Castes/Scheduled Tribes/Differently-abled (physically and visually differently-abled) /Other Backward Classes (OBC) (Non-creamy layer) categories for the purpose of eligibility and for assessing good academic records during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a 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.
- (c) A relaxation of 5% is admissible, 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.
- (d) Good academic record means atleast 2nd class with 50% marks in graduation level.

Deputy Director Physical Education

Qualification :

- (1) A Ph.D. in Physical Education. Candidates from outside the university system, in addition, shall also possess at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level by the university concerned.
- (2) Eight years experience as University Assistant DPES/ College DPES, with a benefit of two years and one year for Ph.D. and M.Phil. Degree holders.
- (3) Evidence of organizing competitions and conducting coaching camps of at least two weeks duration.
- (4) Evidence of having produced good performance teams/athletes for competitions like state/national/inter-university/ Combined university etc.
- (5) Passed the physical fitness test in accordance with these Regulations.
- (6) Consistently good appraisal reports.
- (7) A minimum score of 300 points in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), as set out in UGC Regulations (3rd and 4th amendments **2016** vide UGC Notification No. F.1-2/2016(PS/Amendment) dated 04-05-2016 and 11-07-2016 respectively).

4.6.4. PHYSICAL FITNESS TEST NORMS

- (a) Subject to the provisions of these Regulations, all candidates who are required to undertake the physical fitness test shall be required to produce a medical certificate certifying that he/she is medically fit before undertaking such tests.
- (b) On production of such certificate mentioned in sub-clause(a) above, the candidate would be required to undertake the physical fitness test in accordance with the following norms:

NORMS FOR MEN			
12 MINUTES RUN/WALK TEST			
Upto 30 years	Upto 40 years	Upto 45 years	Upto 50 years
1800 metres	1500 metres	1200 metres	800 metres

Assistant Professor

Foreign Languages (French), Tourism & Hospitality(Tourism), School of Punjabi Studies(ਆਧੁਨਿਕ ਪੰਜਾਬੀ ਸਾਹਿਤ(ਕਵਿਤਾ, ਨਾਵਲ, ਵਾਰਤਕ, ਨਾਟਕ), ਮੱਧਕਾਲੀ ਪੰਜਾਬੀ ਸਾਹਿਤ ਅਤੇ ਸਭਿਆਚਾਰ ਤੇ ਲੋਕਧਾਰਾ), School of Social Science(History), Sociology(Social Work), Food Science & Technology and Physical Education (T)

Qualification :

- i. Good academic record as defined by the concerned university 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 a relevant 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, CSIR or similar test accredited by the UGC like SLET/SET.
- 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 or the subsequent Regulations if notified by the UGC, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities /Colleges /Institutions.

Provided further, the award of degree to candidates registered for the M.Phil./Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then

existing Ordinances/Bylaws/Regulations of the Institutions awarding the degree and the 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) Ph.D. degree of the candidate awarded in regular mode only;
- b) Evaluation of the Ph.D. thesis by at least two external examiners;
- c) Open Ph.D. viva voce of the candidate had been conducted;
- d) Candidate has published two research papers from his/her Ph.D. work out of which at least one must be in a refereed journal;
- e) Candidate has made at least two presentations in conferences/seminars, based on his/her Ph.D. work.

(a) to (e) as above are to be certified by the Vice-Chancellor/Pro-Vice-Chancellor/Dean (Academic Affairs)/Dean(University instructions).

- iv. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.
- v. A relaxation of 5% may be provided at the graduate and Masters level for the Scheduled Castes/Scheduled Tribes/Differently-abled (physically and visually differently-abled) /Other Backward Classes (OBC) (Non-creamy layer) categories for the purpose of eligibility and for assessing good academic records during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a 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.
- vi. A relaxation of 5% is admissible, 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.
- vii. Good academic record means atleast 2nd class with 50% marks in graduation level.

Assistant Professor

Architecture

Qualification :

- i. Bachelor's Degree in Architecture and first class Master's Degree in concerned/allied/relevant subject (or an equivalent grade in a point scale wherever grading system is followed).
- ii. Candidate must be registered with Council of Architecture.

Note : A relaxation of 5% may be provided at the graduate and Masters level for the Scheduled Castes/Scheduled Tribes/Differently-abled (physically and visually differently-abled) /Other Backward Classes (OBC) (Non-creamy layer) categories for the purpose of eligibility and for assessing good academic records during direct recruitment to teaching positions. The relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.

Assistant Professor

Physiotherapy Department

Qualification:

1. Atleast 55% marks in Master in Physiotherapy (50% marks in case of SC/ST).
2. Master degree in any specialization in Physiotherapy from any recognized University of India.
3. As UGC does not conduct any National level eligibility test in Physiotherapy, candidates with M.P.T. degree will be exempted from NET/GATE.

Assistant Professor
University Business School

Qualification :

- i. Essential:
 1. First Class Masters Degree in Business Management/ Administration/ in a relevant management related discipline or first class in two years full time PGDM declared equivalent by AIU/ accredited by the AICTE/ UGC;

OR

 2. First Class graduate and professionally qualified Chartered Accountant/ Cost and Works Accountant/ Company Secretary of the concerned statutory bodies.
- ii. Desirable:
 1. Teaching, research, industrial and/ or professional experience in a reputed organization;
 2. Papers presented at Conferences and/ or published in refereed journals.
- iii. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.

Consultant (Legal)

Qualification :

- (i) LL.B. or LL.M. from a recognized University/Institution.
- (ii) Minimum five years experience as an Advocate with minimum three years of enrolment period in the High Court.
- (iii) The candidate should have experience in dealing with civil matters, preferably service matters.

Consultant (Taxation)

Job Profile :

- Assist the Prof. Incharge, {Finance & Development} in all matters relating to the taxation (Income Tax, GST etc.) applicable to University.
- Be responsible for the applicability & implementation of Income Tax and GST Act to the University.
- Implement the agreed rules and regulations and generally accepted the law of land in respect to direct and indirect tax applicable to the university.
- Responsible for timely deposit of various applicable direct & indirect taxes into Govt. account.
- Filing of quarterly & annually statutory TDS, GST returns with departments within stipulated time.
- Responsible for timely audit (quarterly & yearly) of GST and Income tax accounts be got done and take remedial action on its reports.
- Responsible for filing financial return of University with Income Tax department with in stipulated time.
- Preparing Internal Control Matters and variance Analysis report in respect to taxation at the end of each quarter.
- Responsible for getting various exemptions under Income Tax Act such as 12AA / 10(23)C (vi), 80G, Deduction of TDS on lower rate u/s 197 etc. and other legitimate exemptions under Income Tax Act and GST Act which are in favors of University.
- Guide the University of its Statutory Liabilities as per law & guidelines issued from time to time by the Govt.
- Responsible for establishment of appropriate records and practices necessary for the Internal and Statutory Audit or any other purpose.

- Will supply timely management reports as follows :
 - ❖ Checking & verification of all vouchers in respect to taxation.
 - ❖ Reconciliation the tax deposit, tax received and tax due at the end of each month.
 - ❖ Reporting about the outstanding tax not discharged off timely and reason thereof.
- Ensure the preparation, calculation and correctness of deduction of GST & Income tax.
- Be responsible for timely conduct of the Internal and Statutory Audit of the GST & TDS under Income Tax Act.
- Monitor progress and prepare the compliance report on the audit objections raised by the Auditors / departments.
- Ensure that the taxation policies of University are in accordance with the relevant legislations / act pertaining to State / Central Govt. and requirements of any other statutory body and are being complied with.
- Ensure that all statutory liabilities are paid on or before schedule time and all necessary returns are filled by the due date.
- Maintain close liaison with Income Tax / GST and local statutory authorities with a view to ensure smooth functioning of the University.
- Supervise the work of all the staff in the department and be accountable for their actions.
- Perform any other duty assigned by the authorities from time to time.
- Be responsible to the Prof. Incharge (Finance & Development) for all the duties.

Qualifications, Knowledge and skills required :

1. Chartered Accountant with five years of experience.
2. The applicant should :
 - Be a member of Institute of Chartered Accountants of India (ICAI).
 - Have a rich background and experience of five years in the field of Taxation & its management, especially in the context of Educational Institutions.
 - Have sound knowledge of the Govt. Financial Rules & desirable experience of having worked in the Finance/Accounts Division of the Central/State Government.
 - Have knowledge of maintenance of records & timely submission of statutory returns with the departments.
 - Be capable of independently working in a multi-disciplinary environment.
 - Have excellent interpersonal and management skills with ability to work in a deadline driven environment.
 - Be well versed in MS-Office/Excel & ERP software.

Liason Officer

Qualification :

- (i) Master's Degree with at least 55% marks from a recognized University/Institution.
- (ii) Preference should be given to candidate having Ph.D degree from a recognized University/Institution.
- (iii) The candidate should have an experience of at least five years at a key administrative position in a University/College with not less than the pay scale of Associate Professor of the University.
- (iv) The candidate should have an experience of dealing with central/ state funding or administrative agencies of higher education and research.

Consultant-cum-Coordinator, Centre of preparation for Competitive Examinations

Qualification :

- (i) Retired Professor with experience of acting as Coordinator/teaching experience of Centre of Preparation for Competitive Examinations or any such Centre.
OR
- (ii) Retired civil servant (IAS/PCS, etc.) in the professional grade or higher.

Landscape Officer

Qualification :

1. B.Sc. (Agriculture)/B.Sc. (Horticulture)
2. M.Sc. Floriculture & Landscaping.
3. At least 60% marks at Bachelor's level and 55% marks at master's level.
4. Matric level certificate of Punjabi language from Punjab School Education Board or any other recognized board.

Coach

(i) Canoeing & Kayaking

Qualification :

- 1) Diploma from NS NIS in Canoeing & Kayaking Game, Bachelor's Degree in Physical Education and participation in Inter-University/Senior National/ Federation Cup tournament.
OR
BA with Post Graduate Diploma in Physical Education. Diploma in Canoeing & Kayaking from NIS in the respective game and participation in Inter-University/Senior National/ Federation Cup tournament.
OR
MA in Physical Education/M.P.Ed with Diploma in Canoeing & Kayaking from NIS in the respective game and participation in Inter-University/Senior National/ Federation Cup tournament.
OR
A Very outstanding sportsperson in Canoeing & Kayaking with Bachelor's degree in any discipline, Certificate course of NS NIS in Canoeing & Kayaking and having participated in Olympic Games or World Cup or Commonwealth Games or Commonwealth Championship or Asian Games or Asian Championship or Arjuna Awardee or Daronacharya awardee or Rajiv Gandhi Khel Ratna Award or having Coached and accompanied the Indian team as its coach in Canoeing & Kayaking for international competition or having produced international players.
- 2) Must have Passed Punjabi Language upto Matric Standard.

(ii) Fencing

Qualification :

- 1) Diploma from NS NIS in Fencing Game, Bachelor's Degree in Physical Education and participation in Inter-University/Senior National/ Federation Cup tournament.
OR
BA with Post Graduate Diploma in Physical Education. Diploma in Fencing from NIS in the respective game and participation in Inter-University/Senior National/ Federation Cup tournament.
OR
MA in Physical Education/M.P.Ed with Diploma in Fencing from NIS in the respective game and participation in Inter-University/Senior National/ Federation Cup tournament.
OR
A Very outstanding sportsperson in Fencing with Bachelor's degree in any discipline, Certificate course of NS NIS in Fencing and having participated in Olympic Games or World Cup or Commonwealth Games or Commonwealth Championship or Asian Games

or Asian Championship or Arjuna Awardee or Daronacharya awardee or Rajiv Gandhi Khel Ratna Award or having Coached and accompanied the Indian team as its coach in Fencing for international competition or having produced international players.

- 2) Must have Passed Punjabi Language upto Matric Standard .

(iii) **Wushu**

Qualification :

- 1) Diploma from NS NIS in Wushu Game, Bachelor's Degree in Physical Education and participation in Inter-University/Senior National/ Federation Cup tournament.

OR

BA with Post Graduate Diploma in Physical Education. Diploma in Wushu from NIS in the respective game and participation in Inter-University/Senior National/ Federation Cup tournament.

OR

MA in Physical Education/M.P.Ed with Diploma in Wushu from NIS in the respective game and participation in Inter-University/Senior National/ Federation Cup tournament.

OR

A Very outstanding sportsperson in Wushu with Bachelor's degree in any discipline, Certificate course of NS NIS in Wushu and having participated in Olympic Games or World Cup or Commonwealth Games or Commonwealth Championship or Asian Games or Asian Championship or Arjuna Awardee or Daronacharya awardee or Rajiv Gandhi Khel Ratna Award or having Coached and accompanied the Indian team as its coach in Wushu for international competition or having produced international players.

- 2) Must have Passed Punjabi Language upto Matric Standard .

(iv) **Athletics**

Qualification :

- 1) Diploma from NS NIS in Athletics Game, Bachelor's Degree in Physical Education and participation in Inter-University/Senior National/ Federation Cup tournament.

OR

BA with Post Graduate Diploma in Physical Education. Diploma in Athletics from NIS in the respective game and participation in Inter-University/Senior National/ Federation Cup tournament.

OR

MA in Physical Education/M.P.Ed with Diploma in Athletics from NIS in the respective game and participation in Inter-University/Senior National/ Federation Cup tournament.

OR

A Very outstanding sportsperson in Athletics with Bachelor's degree in any discipline, Certificate course of NS NIS in Athletics and having participated in Olympic Games or World Cup or Commonwealth Games or Commonwealth Championship or Asian Games or Asian Championship or Arjuna Awardee or Daronacharya awardee or Rajiv Gandhi Khel Ratna Award or having Coached and accompanied the Indian team as its coach in Athletics for international competition or having produced international players.

- 2) Must have Passed Punjabi Language upto Matric Standard .

(v) **Taekwondo**

Qualification :

- 1) Bachelor's Degree in Physical Education with Diploma in coaching from NIS in the respective game and participation in Inter-University/Senior National/ Federation Cup tournament.

OR

BA with Post Graduate Diploma in Physical Education. Diploma in coaching from NIS in the respective game and participation in Inter-University/Senior National/ Federation Cup tournament.

OR

MA in Physical Education/M.P.Ed with Diploma in coaching from NIS in the respective game and participation in Inter-University/Senior National/ Federation Cup tournament.

OR

A Very outstanding sportsperson with Bachelor's degree in any discipline and having participated in Olympic Games or upto third position holder in World Cup or Commonwealth Games or Asian Games or Arjuna Awardee or Daronacharya awardee or Rajiv Gandhi Khel Ratna Award or having Coached and accompanied the Indian team as its coach in his/her game/sports for international competition or having produced international players.

- 2) Must have Passed Punjabi Language upto Matric Standard .

Accounts Clerk

Qualification:

1. B.Com with 50% Marks .
2. Punjabi Upto Matric Level.
3. Basic Knowledge of Computer .
- Candidates having CA/CA- inter will be given preference.

Note : There will be a written and Practical Test for the Post of Accounts Clerk. Download the instruction/guidelines for the test available at University website www.gndu.ac.in.

Driver

Qualification:

1. Matric
2. Must have valid driving commercial licences (which is renewable after three years) of heavy as well as light vehicles. One of these driving licences must have been issued atleast five years ago.
3. The driving test of heavy as well as light vehicles will be conducted.
4. Punjabi upto matric standard.
5. Must have five years practical experience of motor driving.

Note: -

1. Candidates are required to apply in the online mode only through Guru Nanak Dev University, Amritsar website www.gndu.ac.in. No other means / mode of application (through post, email, fax, deposit of CV etc.) will be accepted. Applicants are required to take TWO printouts of the Online Application Form. Affix the same passport size photograph (which was uploaded with the online form) on it and **SEND a COPY to 'THE REGISTRAR, GURU NANAK DEV UNIVERSITY, AMRITSAR-143005', PUNJAB along with self attested copies of all the certificates of Educational/ Professional QUALIFICATIONS (DEGREES AND DMC'S WITH CONVERSION FORMULA OF CGPA/OGPA), EXPERIENCE CERTIFICATE, RESERVE CATEGORY CERTIFICATE** (Reservation certificate issued by the competent authority as a proof of claiming the reserve category as made in the online application form) etc. keep the 2nd copy with him/her.
2. Copy of circular containing detailed instructions, qualifications, etc. for the posts, is available only at <http://www.gndu.ac.in>. **The qualifications for all the teaching posts are as per UGC norms.**
3. **IMPORTANT:** Applicants for the posts of Director-HRDC, Professor, Associate Professor & Deputy Director Physical Education must attach the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) Proforma as indicative Appendix III Table II(B)/V(B) as per UGC (4th amendment), Regulations, 2016 (duly filled-in all respects by them) and attested copies of

supporting documents, with hard copy of their application form to be submitted as per note 1 above.

4. **Candidates for the post(s) of Professor, Associate Professor, Assistant Professor and Deputy Director Physical Education must also fill the Score Card Proforma, which is an essential component of the application form. Score Card Proforma available at University website <http://www.gndu.ac.in>**
5. **The Candidates for the Post of Director, HRDC must also fill the Score Card Proforma prescribed for the Post of Professor which is available at University Website: <http://www.gndu.ac.in>)**
6. A Candidate needs to Register only once by filling Registration Form, even if he/she wishes to apply for more than one post/ department/campuses.
7. Candidates must have a valid Email-ID of his own, which should be active throughout the recruitment process. Candidates should keep checking the Inbox or even the Spam box of his/her Email ID regularly during the recruitment process as the **University** may send any important intimations on the University Website and/or through Email. Candidates should also check the University website regarding any updates during the recruitment process. Candidates should check their Email account for updates. GNDU will not be responsible for any loss of Email sent, due to invalid/wrong Email Id provided by the candidates or for delay/ non receipt of information if a candidate fails to access his/her email/website in time. Candidates are requested in their own interest to remain in touch with the University website www.gndu.ac.in. Issuance of notifications in the newspaper is not obligatory on the part of the university
8. Candidates should take utmost care to furnish the correct details while filling in the online application. Any mistake committed by the candidates shall be his/her sole responsibility.
9. The candidates should ensure the completion of all the steps of the registration process and depositing of application fee by the stipulated date and time given in the advertisement.
10. Please scan your Photograph and Signatures individually and save them in the JPEG format. The size of any of these individual images should not exceed 100 kb (photograph) and 100 kb (signature) for online uploading.
11. Please keep the following details ready with you before clicking on the registration button for starting your online application:-
 - a. Personal details including Date of Birth and Nationality
 - b. Mobile Number
 - c. Valid Email ID
 - d. Reservation Category Details
 - e. Percentage of your Educational Qualification starting from Matriculation examinations to onwards.
(Please calculate percentage from CGPA/OGPA in advance).
 - f. Soft Copies of scanned Photograph and Signatures.
12. Application fee once paid shall neither be refunded under any circumstances nor it shall be held reserve for any other recruitment or selection process in future.
13. Before applying for the post, candidates are advised to satisfy themselves about their eligibility.
14. **Persons already in service must apply online and send the hard copy of application through their employer. All those candidates working in organizations/institutions including affiliated colleges of the university may be allowed to appear in interview without “No Objection Certificate” with the condition that in case the candidate is selected, no extension in joining time will be allowed. Such candidates are required to give an undertaking on the format available on university website:**

www.gndu.ac.in. All such candidates will be given standard joining time i.e. one month from the issuance of appointment letter.

15. The candidates are required to apply separately for each post earmarked for each Deptt.
16. **Incomplete applications not duly substantiated with supporting documents in any respect or hard copy of application received after the due date will not be entertained.**
17. University reserves the right to fill or not to fill up the posts and to call only suitable number of candidates for interview/counseling.
18. The number of posts can be increased or decreased.
19. Bio-Data of any candidate can be placed before the Selection Committee.
20. Mere applying and satisfying the essential/ minimum qualification required for a post does not entitle the candidate any right of appointment.
21. 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 background and has suppressed the said information, his/her services shall be terminated forthwith.
22. The candidature of the candidate for reserve category will be considered only for the category he/ she has applied online/offline. Under No Circumstances, reserve category of the candidate will be changed. No request in this regard will be entertained.
23. A relaxation of 5% is admissible at the Graduate and Master's level for Scheduled Castes/Scheduled Tribes candidates.
24. The screening criteria and template to be used by the selection Committee for academic record and research performance etc. are also available on the University Website.
25. Candidates within India may not be considered in absentia.
26. Reservation Policy for direct recruitment will be followed as per instructions issued by the Govt. of Punjab and adopted by this university. The benefits of reservation policy will be given to the residents of Punjab State only. The SC/ST/OBC/PWD, etc candidates are required to attach the relevant certificate issued by the competent authority as a proof of claiming the reserved category as made in the online application form along with Punjab Domicile Certificate/Punjab Residence Certificate issued by the Competent Authority.
27. Candidates claiming Backward Class Category will have to submit the photocopy of their latest valid BC certificate issued by the competent authority.
28. Canvassing in any form will lead to cancellation of candidature.
29. Any dispute with regard to the selection/recruitment process will be subject to the courts/tribunals having Jurisdiction of Amritsar.
30. **The candidates who have already applied for the posts being advertised vide this advertisement, in response to Advt. No. 04/2019, Advt. No. 9/2019, Advt. No. 10/2019 & Advt. No. 1/2020 need not apply again. If they want to add some additional information, then they are required to apply afresh.**
31. **Government of Punjab has issued a Notification No. 7/42/2020-5FP1/741-746 dated 17.07.2020 vide which it is in process of revising the pay scales of Regular Employees of Government of Punjab as well as Autonomous Bodies i.e. Universities. Because of this notification the pay scales are not mentioned in the Advertisement no. 4/2020 issued by Guru Nanak Dev University, Amritsar for candidates who apply for regular posts. Guru Nanak Dev University will provide the information to the Candidates regarding the pay scales before the date of Interview as and when it is received from Government of Punjab.**

At present, the recruitments in Guru Nanak Dev University is governed by "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, 2010". The University Grants Commission has notified the "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". The recruitment of the teaching faculty would be done on the basis of Regulations in force on the date of interview.

32. For any enquiry regarding online application form, please contact Phone No.0183-2258802-09 (3182) (For Technical Enquiry regarding filling online application form) and 3099 (For General Enquiry regarding advertisement) Timing: 9.00 A.M. to 5.00 P.M. in working days.

AMRITSAR
31.07.2020

REGISTRAR