

**MAHARAJA RANJIT SINGH STATE TECHNICAL UNIVERSITY BATHINDA**

**DETAIL OF TEACHING & NON-TEACHING POSTS**

Sr. No.	Name of Post	Pay Scale	No. of Posts	Qualifications
1.	Director Sports and Youth Welfare	Rs.37000-67000/- G.P Rs 10,000/-	01(General)	a) A Ph. D. in Physical Education. b) Experience of at least ten years as University Deputy or fifteen years as University Assistant DPEs/College (selection grade). c) Participation in at least two national/international seminars/conferences. d) Consistently good appraisal reports. e) Evidence of organizing competitions and conducting coaching camps of at least two weeks duration. f) Evidence of having produced good performance teams/athletes for competitions like state/national/inter-university/combined university etc.
2.	Director Training & Placement	Rs.37000-67000/- G.P Rs 10,000/-	01(General)	i Essential 1. A Ph.D. degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg., & Tech., and experience of ten years in teaching, research and/or industry, out of which at least five years at the level of Associate Professor Reader or equivalent grade.  OR ii In the event the candidate is from industry and the profession, the following shall constitute as essential: 1. First Class Master's Degree in the appropriate branch of Engg. & Tech.;

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					<p>2. Significant professional work which can be recognized* as equivalent to a Ph.D. Degree in appropriate branch of Engg. &amp; Tech. <u>and</u> relevant discipline, industrial/professional experience of ten years, out of which at least five years at a senior level of Associate Professor/Reader.</p> <p>Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.</p> <p>iii. Without prejudice to the above, the following conditions may be considered desirable:</p> <ol style="list-style-type: none"> <li>1. Teaching, research industrial and /or professional experience in reputed organization;</li> <li>2. Published work, such as research papers, patents filed/obtained, books, and/or technical reports;</li> <li>3. Experience of guiding the project work/dissertation of PG/Research Students of supervising R&amp;D projects in industry.</li> <li>4. Demonstrated leadership in planning and organizing academic, research, industrial and/or professional activities; and</li> <li>5. Capacity to undertake/lead sponsored R&amp;D, consultancy and related activities.</li> </ol>
3.	Director, IT Services	Enabled	Rs.37000-67000/- G.P Rs 10,000/-	01(General)	<p>i Essential</p> <p>1. A Ph.D. degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Computer Science &amp;</p>

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Engg./Information Technology and experience of ten years in teaching, research and/or industry, out of which at least five years at the level of Associate Professor Reader or equivalent grade.

OR

ii In the event the candidate is from industry and the profession, the following shall constitute as essential:

1. First Class Master's Degree in the appropriate branch of Computer Science & Engg./Information Technology.
2. Significant professional work which can be recognized\* as equivalent to a Ph.D. Degree in appropriate branch of Computer Science & Engg./Information Technology and industrial/professional experience of ten years, out of which at least five years at a senior level of Associate Professor/Reader.

Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

3. Contribution to educational innovation, design of new curricula and courses, and technology-mediated teaching learning process.

iii Without prejudice to the above, the following conditions may be considered desirable:

1. Teaching, research industrial and /or professional experience in reputed organization;
2. Published work, such as research papers, patents

				<p>filed/obtained, books, and/or technical reports;</p> <p>3. Experience of guiding the project work/dissertation of PG/Research Students of supervising R&amp;D projects in industry.</p> <p>4. Demonstrated leadership in planning and organizing academic, research, industrial and/or professional activities; and</p> <p>5. Capacity to undertake/lead sponsored R&amp;D, consultancy and related activities.</p>
4	Special Secretary to VC/ Deputy Registrar (General)	Rs.15,600-39,100 G.P 7600/-	01(General)	<p>a) Master's degree in any discipline.</p> <p>b) 15 years experience in a responsible position out of which at least 10 years administrative/supervisory experience not below the position of Supdt.Grade-I and should be well versed with the University system and be capable of preparing noted, agenda and minutes of meetings and handling correspondence independently.</p>
5.	PA to VC	Rs.10300-34800/- G.P. Rs. 4800/-	01(General)	<p>i) Graduate from a recognized University.</p> <p>ii) Having Shorthand/Typing speed @120/40 w.p.m. with 96 percent accuracy both English and Punjabi and working knowledge of computer. Must be capable to handle correspondence independently.</p> <p>iii) 10 years experience of working in a University/ Educational Institution/Govt. office.</p>
6.	PA to Registrar	Rs.10300-34800/- G.P. Rs. 4800/-	01(General)	<p>i) Graduate from a recognized University.</p> <p>ii) Having Shorthand/Typing speed @120/40 w.p.m. with 96 percent accuracy both English and Punjabi and working knowledge of computer. Must be capable to handle correspondence independently.</p> <p>iii) 10 years experience of working in a University/ Educational Institution/Govt. office.</p>

*[Handwritten Signature]*

7.	Steno	Rs.10300-34800/- G.P.Rs. 3200/-	09 (03SC, 03Gen., 01Gen. (P.H.) 01ESM 01BC)	<p>i) Should have passed Bachelor's Degree from a recognized University or Institution and</p> <p>ii) Must qualify tests in stenography both in English and Punjabi at a speed of 80 w.p.m. in shorthand and transcribed on a speed of 15 w.p.m. with 92 percent accuracy.</p> <p>iii) Possesses atleast one hundred and twenty hours course with hands on experience in the use of Personal Computer or Information Technology in Office Productivity applications or Desktop Publishing applications from a Government organised Institution or a reputed Institution, which is ISO-9001, certified.</p> <p style="text-align: center;">OR</p> <p>Possesses a Computer Information Technology Course equivalent to O Level Certificate of Department of Electronic Accreditation of Computer Courses (DOEACC) of Govt. of India.</p>
8.	*Clerk cum data entry operator	Rs.10300-34800/- G.P.Rs. 3200/-	22 (05Gen., 05SC, 02SC (ESM), 01SC (Sportsman), 01PH, 03ESM, 03BC, 01BC(ESM), 01Sports.	<p>1. (i) Should have passed Bachelor's degree from a recognized University or Institution and;</p> <p>(ii) Possesses at least one hundred and twenty hours course with hands on experience in the use of Personal Computer or Information Technology in Office Productivity applications or Desktop Publishing applications from a Government organized Institution or a reputed Institution, which is ISO-9001, certified.</p> <p style="text-align: center;">OR</p> <p>Possesses a Computer Information Technology Course equivalent to O Level Certificate of Department of Electronic Accreditation of Computer Courses (DOEACC) of Govt. of India.</p> <p>2. Must qualify test in type writing at speed of 40 w.p.m. in</p>

