

Important instructions

Submission of online application form Advt. No. 2/2019

1. The prescribed application format is available on the University website to apply online. The fee of Rs. 500 (Rs. 125/- for SC/BC/EWS/ESM/PWD) and 50% concession in fee for women candidates may be deposited either through Net Banking or Debit Card/Credit Card & separately for each post. The Net Banking/Debit Card/Credit Card transaction charges will be extra as applicable. If the candidate applies for more than one post, he/she is required to deposit the fee separately for each post and apply separate application form.
2. The online application forms are available on the University website w.e.f. **12.03.2019** from 9:00AM.
3. Last date for payment of fee through Net-Banking or Debit/Credit Card is **15.04.2019**.
4. The downloaded copy of applications form duly filled in along with all other documents in support of educational qualifications and experience should reach the office of Assistant Registrar (Estt.) of this University latest by **30.04.2019**. The candidate must be eligible on the last date for submission of application form as per the prescribed qualifications. Those who are in service should send their applications through proper channel also.
5. Concession in application fee is applicable to the candidates of Haryana only.
6. In case of large number of applications for any post, University may devise a method based on merit or a written test will be conducted for short listing the candidates.
7. The University reserves the right not to fill any of the post(s) advertised without assigning any reason.
8. The University reserves the right to number of post(s) increased or decreased.
9. Reservation of posts will be for Haryana Residents only and as per the reservation policy of State Govt.
10. In case candidates for the post of Steno-typist/Clerk in the categories of ESM/OSP are not found available/suitable, such post(s) will be filled from General Category candidates
11. The Name of post, pay scale, no. of post & Qualifications are available at link.
12. The selection criteria for non-teaching posts are available at link.
13. The degrees obtained by the candidates through Distance Education Mode/ Correspondence Mode must be approved by AICTE-UGC-DEC (now DEB) Proof of the same be enclosed.
14. Before submission of online application form, candidate must have scanned his/her latest photograph and signature in JPEG/JPG format only, for uploading as a part of submission of online application. The latest photograph must be a PASSPORT SIZE with maximum dimension of maximum size (width 132px, height 170px) minimum size (width 102 px, height 140px).
15. Signature must be done by the candidate himself/ herself in a white paper with a black pen. The signature image maximum Size (width 210 px, height 80px) minimum size (width 210 px, height 40px)

16. The candidates are advised to carefully check all the details before final fee deposit of the application form. After fee confirmation, your application form details cannot be changed or edited.
17. Candidate are advised to be in touch with “NEWS/EVENTS” on the GJUS&T website. Other information will also be supplied on candidate’s Registered Mobile Number (RMN).
18. After registration, an automatic generated User ID will be shown on the website; you are advised to keep User ID/ Reference No. and password secretly for your own use only and not to be disclosed this to any other person(s). **In the event of sharing of password, candidate shall be solely responsible for the change of registration/ application details** etc. In the event of forgetting of password, the same can be retrieved by the candidate on replying the queries by the system on the lime **Forgot Password** available on the GJUS&T website.
19. OSP means Outstanding Sports Person.
20. Age limit : 18 to 50 years.
21. If the candidates claims marks for Socio-Economic criteria, self-declaration/ Undertaking (**annexure-1**) will be submitted along with hard copy of application form.

(Annexure-1)

SELF DECLARATION/UNDERTAKING

I _____ Son/Daughter of _____ aged _____ Years R/o _____ District _____ have applied for the post of _____ in Guru Jambheshwar University of Science & Technology, Hisar against Advt. No. 2/2019 do hereby submit the following information for claiming marks under the socio-economic criteria namely:-
That my Adadhar no/PAN Card. No./Voter ID (if any) is _____

(Yes/No)

1.	That my father, mother, spouse, brothers, sisters, sons and daughters is/was/or were regular employee in any Department/ Board/ Corporation/ Company/Statutory Body/ Commission/Authority of Government of Haryana or any State Government or Government of India	
2.	I am widow (if yes, attach relevant documents)	
3.	I am Orphan and the first or the second child and my father had died before attaining the age of 42 years OR attaining of my age of 15 year. (if yes, attach relevant certificate duly issued by competent authority.)	
4.	I belong to denotified tribe (Vimukt Jaties and Tapriwas) or Nomadic tribe of Haryana which is neither a Scheduled Caste nor a Backward Class (if yes, attach relevant certificate duly issued by competent authority)	
5.	That I fully understand that the marks are given on the basis of information supplied by me and if at any stage it is found that the information has been provide wrongly then not only my service can be terminated on the ground of supply of wrong information even if without theses marks also my name would have figure within the selection list/recommendation list. I also understand that criminal action can be taken against me for providing wrong/false information.	
6.	That the deponent shall not take advantage of the certificate(s) issued by the competent Authority if in the meantime any other eligible person in any family obtains the benefits thereof in the recruitment.	

Place _____

Deponent

Date _____

VERIFICATION

Verified that the contents of all the above paras are true to my knowledge and belief and nothing has been concealed therein.

Deponent

Place _____

Date _____