



GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY HISAR - 125001(Haryana)

Sr.No
Last date for submitting
application form
Signature of the issuing clerk

Application Form for Teaching Posts (Form A-1)

To be filled in neatly and legibly by the candidate in ink in his/her own handwriting.

Candidate must read and follow the "Instructions to Candidates for

Appointment" very carefully.

Latest Photograph of the candidate

Applications which are incomplete or are not in conformity with these instructions are liable to be rejected.

Advertisement No	
Field of Specialization : 1	
2	
	4
5	6
Bank Draft NoDate	ed
Name of Bank	
University Receipt NoDate	35
1. Full Name(In block letters):	
(give phone/fax number if available)	
Phone	Phone
Fax :	
4. (a) Date of Birth :	DATE MONTH YEAR
(b) Place of Birth:	
(c) Age on last date for receipt of applica	ation:MonthsDays
5. Male or Female	
6. Marital Status : Married or Unmarried/S	Single
7. Nationality:	
8. (a) Do you belong to SC / BC / PWD /	'ESM ?

(mention category and attach proof)

9. Academic qualifications (Commencing with the High School or equivalent examination)

Examination/ degree	Year	Division	%age of Marks/Grade	University/ Board	Subjects/ Specialisa	tion(s)	Award/ Medal/ Merit, if any
Matric/ Hr. Secondary							
Pre-Uni./+2/Inter							
B.E./B.Tech./BA/ B.Sc./B.Com./ B.Pharma. /BPT							
M.E./M.Tech./ MBA/M.Com./ M.Sc./ M.Pharma./ MPT/ any other Master's Degree							
NET/SLET							
M.Phil							
		Name of Year of A Name of	Guide	e/ Institute			
Any other qualifications							
10. Teaching/Profe			*		ith the pres	ant nast	+)
	t held	Pay Sca		Period of e	mployment	Nature	of duties/work
1 7				From	То		ng/Research/othe
		1					
		1					
11. (a) Has there If so, give of	been a	ny break i thereof w	n your service	career?			
(b) Have you or convict			ned during you				

(c) Were you at any time declared medically unfit or asked to submit your resignation or discharged or dismissed? If yes, give details in a separate sheet._

12.	Summary of	Performance:				
(a)	Teaching Ex	perience				
			<u>From</u>	<u>To</u>	<u>Y</u>	ears & Months
(i)	Under Gradu	ıate				
(ii)	Post Gradua	te				
(iii)	Total Teachi	ng Experience				
		eriod under (i) & unted once only)				
(iv)	Date of Regi	istration for Ph.l	D			
	Date of awar	rd of Ph.D.				
(v)	Participation	in Production o	of Education	al TV/Ra	adio Program	nmes:
(vi)	Short term/C	Continuing Educ	ation/Specia	l Course	conducted:	
(b)	Course Curr (Please spec	iculum Develop ify)	ed	U.G	. P.	G.
(c)	List of Majo	r Publications: (Give numbe	r and att	ach list with	full detail)
Public	cations	Published	In Press,	if any	Accepted Publication	
Books	:					
Indepe	endently					
Jointly	7					
Resea	rch Papers					
Indepe	endently					
Jointly	7					
Patent	ts					
Indepe	endently					
Jointly	7					
		<u> </u>		<u>l</u>		
(d)	Number of r	esearch projects	supervised:			
			Aw	arded	Submitte	d In Progress
(i)	Ph.D.					Č
(ii)	M.Phil.					
(iii)	Master's deg	gree				
(e)	_	esearch/consulta	ncy projects	:	Complete	ed In Progress
(i)	Number of s	ponsored resear	ch projects	:		
(ii)	Number of c	onsultancy proj	ects	:		
(f)	Prizes/Meda	ls/Awards/Hono	ours(please s	pecify):		
(g)	Extra-curricu	ular activities, if	any. Give d	etails of	proficiency	acquired in games, sports and
	part taken in	n other extra-cu	rricular or s	ocial ac	tivities such	as NCC, public debates and
	social servic	e etc.				
	_	As a student				

After entering service

	/1 ·			
l	(h)) Academic	VICITO	ahroad
١		, icuaciiic	V 10100	aoroaa

Country visited	Purpose of visit	F	Period		
		From		To	

Special training/assignments/any o	ther relevant particu	lars:	
Specialisation: (a) Specialisation in the degree pre	eceding Ph.D		
(b) Research specialization			
(c) Courses taught			
(c) Courses taught			
)	₹	
(a)Present Salary)		
(a)Present Salary Scale of pay*()	₹	
(a)Present Salary Scale of pay*(Present basic pay*()	₹	
(a)Present Salary Scale of pay*(Present basic pay*(Present basic pay)	₹	

- 16. (a) Membership/Fellowship of professional bodies:
 - (b) Knowledge of foreign language:
 - (c) Other activities/responsibilities:
 - (Applicant may mention any special qualification/ experience which have not been included under the heads given above)
 - (d) If appointed, time required for joining the post:
 - (e) Any other relevant information, not given above.
- 17. Any other information (Please give details of any other credential, significant contributions and awards received etc. not mentioned earlier)

Sr. No.	Details (mention year, value etc. where relevant)

18. Category-III API-Score based on PBAS

Category		API-Score of Category-III
Year	Session	
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
Т	otal	

19.	Give name, designation and address of three references not related to you.
	References should be of persons with or under whom you have worked or who have intimated
	knowledge of your work.

- (i)
- (ii)
- (iii)

- 20. List of enclosures:
- (a) Form A1 duly filled and complete in all respects.
- (b) Form A2 duly filled and complete in all respects.
- (c) Form A3 API Performance Based Appraisal System(PBAS) duly filled and complete in all respects
- (d) Other enclosures (refer to summary sheet, Form A2)

DECLARATION TO BE SIGNED BY THE CANDIDATE

21. I hereby declare that the entries in this form are true to the best of my knowledge and belief. If at any time I am found to have concealed any material information or given any false details, my appointment shall be liable to be summarily terminated without notice or compensation.

	Full signature of the applicant
Place:	
Date:	
	narks that the institute/organization has no objection to the candidature considered for the post applied for, as above.
	Signature
	(Head of the institution/organization) with seal
	Designation:
	Address:
Place:	
Date:	Telephone:
	Fax :



Form: A2 Diary No. (To be filled in by the office)

GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY HISAR - 125001(Haryana)

SUMMARY SHEET

(TO BE FILLED IN BY THE CANDIDATE)

(Eleven copies to be submitted)

Candidates must read and follow the "Instructions to Candidates for Appointment" very carefully. Applications which are incomplete or are not in conformity with these instructions are liable to be rejected.

1. Name:				2. Date of birth:						
3. Application	for t	he post of	:			4. Department :				
5. Specialisati	on: i)					ii)				
(iii)										
	(v)									
6. Education (Particulars of all academic or tech commencing with the high school or equivalent					chnical examinations passed and degrees obtain					
Degree		Board/ University	Year	Divis	ion	%age of Marks/Grade	Di	iscipline	Remarks, if any	
Matric/ Hr. Secondary										
Pre-Uni./+2/Int	er									
B.E./B.Tech./B B.Sc./B.Com./ B.Pharma. /BP										
M.E./M.Tech./I M.Com./ M.Sc M.Pharma./ MI any other Master's Degre	./ PT/									
NET/SLET/SE	Т									
M.Phil.										
Ph.D.										
Any other Qulification										
7. Employmen	ıt (in	descending	; chronol	logical	orde	er starting with th	ne pro	esent emp	loyer)	
				eriod of employment Nature of duties/work (Tagghing/Passersh/other)						

Employer	Designation	Pay Scale	Period of employment From To	Nature of duties/work (Teaching/Research/other)

8.

(a)

Summary of Performance.

Teaching Experience

			<u>From</u>	<u>To</u>	Years &	<u>Months</u>		
(i)	Under Gradu	ate						
(ii)	Post Graduate	e						
(iii)	Total Teachin	g Experience						
		riod under (i) & nted once only)	(ii)					
(iv)		• /	f education	al TV/Ra	dio Programmes:			
(v)	Participation in Production of educational TV/Radio Programmes: Short term/Continuing Education/Special Course conducted:							
(b)	Course Curriculum Developed <u>U.G.</u> P.G. (Please specify)							
(c)	List of Major	Publications: (Give numb	er and atta	ach list with full det	eail)		
Pub	lications	Published	In Press	s, if any	Accepted for Publication	Communicated for Publication		
Boo	ks:							
Inde	ependently							
Join	tly							
Res	earch Papers							
Inde	ependently							
Join	tly							
Pate	ents							
Inde	ependently							
Join	tly							
(d)	Research pro	jects supervised	:					
			Awarded	Subr	mitted In Progre	ess		
(i) Ph.D.							
,	i) M.Phil.							
(i	ii) Master's deg							
(e)	Sponsored re	search/consultar	ncy project	s :				
_				Con	ipleted I	n Progress		
S	ponsored resear	ch :						
	•							
C	onsultancy	:						

(f)	Prizes	/Medals/Awards	/Honours				
(g)	Extra-	curricular activit	ies				
(h)	Acade	emic visits abroa	d				
Cou	ıntry vi	sited	Purpose of visit		Period		
				From	То		
9.	Specia	al Training/Assig	nments/any other rele	evant particulars:			
10.	List o	f enclosures (see	check list attached)	-			
11.	Specia	alisation:					
(a)	Specia	alisation in the de	egree preceding Ph.D	•			
(b)	Resea	rch specialization	ı <u> </u>				
(c)	Cours	es taught (1)					
, ,	(2)	5 , ,		(3)			
12.		sent Salary					
	Scale	of pay		_Next increment due o	n:		
	(Ment	ion revised or un	revised)	·			
	Presei	nt basic pay : ₹_		Present dearness	allowance: ₹		
	Other	allowances, if an	y, as at present:	Total ₹			
	(b) Sa	lary acceptable(i	f selected) ₹-				
13.			a. (Please give details tc. not mentioned earl		al, significant contributions		
Sr	. No.	No. Details (mention year, value etc. where relevant)					

14. Category-III API-Score

Category		API-Score of Category-III		
Year	Session			
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
	Total			

S	SIGNATURE
Place :	
Dated :	
VERIFICATION: I hereby declare that the entries in this form are true to the best of the standard of the stan	n or given any false details, my
Full sign	nature of the applicant
Date:	



GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR FORM A3

(Eleven copies to be submitted)

Information relating to Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) of Guru Jambheshwar University of Science & Technology, Hisar required for the direct recruitment of Associate Professor/Deputy Librarian/Deputy Director, Physical Education(API 300 points) and Professor/Librarian/ Director, Physical Education(API 400 points).

Minimum API Score Required

Direct Recruitment of Assistant Professor/ equivalent Cadres(stage 1)	Minimum Essential Qualification	
Direct Recruitment of Associate Professor/ equivalent Cadres(stage 4)	Minimum Essential Qualification and consolidated API Score of 300 points from Category III of API	
Direct Recruitment of Professor/ equivalent Cadres(stage 5)	Minimum Essential Qualification and consolidated API Score of 400 points from Category III of API	

CATEGRY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Brief Explanation: Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API score required by teachers from this category is different for different levels of promotion and between university and colleges. The self-assessment score will be based on verifiable criteria and will be finalized by the screening/selection committee.

S.No.	APIs	Schools/Faculties of Engineering &	Schools/Faculties of Humanities and Social	Max. Points for university and College teacher position.		
		Technology/ Environmental and Bio-Sciences & Technology/ Physical Sciences / Medical Sciences	Sciences/ Media Studies/ Haryana School of Business /Religious Studies	API Score allotted	Self Appraisa I Score+	Verified API Score#
III A	Research Review Papers*	Refereed Journals with impact factor above 5	Refereed Journals with impact factor above 5	40/publication		
	published in:	Refereed Journals with impact factor above 2 and below 5 Refereed Journals with impact factor	Refereed Journals with impact factor above 2 and below 5 Referred Journals with impact factor above 1 and	35/publication 30/publication		
		above 1 and below 2 Refereed Journals with impact factor less than 1	below 2 Refereed Journals with impact factor less than 1	25/publication		
		Refereed and indexed Journals/Refereed Journals	Refereed and indexed Journals/ Refereed Journals	20/publication/15 /publication		
		Non-refereed but recognized and reputable journals and periodicals, having ISBN / ISSN numbers	Non-refereed but recognized and reputable Journals and periodicals, having ISBN/ISSN numbers	10/publication		
		Conference proceedings as full papers, etc. (Abstracts not to be included)	Conference proceedings as full papers, etc. (Abstracts not to be included)	10/publication		
IIIB	Research Publications* (Books, chapters in books, other than refereed journal articles)	Text or Reference Books Published by International Publishers	Text or Reference Books Published by International Publishers	50/sole author (Book) and 10 each chapter in an edited book		

	1	0.11 / 5 /			Т
		Subjects Books by National Level Publishers/ State and Central Govt. Publications with ISBN/ISSN numbers Subject Books by Other local	National Level Publishers/State and Central Govt. Publications with ISBN/ISSN numbers. Subject Books by Other	25/sole author (book) and 5 each chapter in an edited book. 15/sole author (book) and 3	
		publishers with ISBN/ISSN numbers	local publishers with ISBN/ISSN numbers	(book) and 3 each chapter in an edited book.	
		Chapters contributed to edited Knowledge based volumes published by International Publishers	Chapters contributed to edited Knowledge based volumes published by International Publishers	10/chapter	
		Monographs/books published without ISBN/ISSN numbers / edited conference proceedings / refresher course proceedings / case studies, etc.	Monographs/books published without ISBN/ISSN numbers/edited conference proceedings/ refresher course proceedings/business games/case studies, etc.	10 points each	
		Chapters in Knowledge based volumes by Indian/ National Level publishers with ISBN/ ISSN numbers and with numbers of national and international directories.	Chapters in Knowledge based volumes by Indian/National Level publishers with ISBN/ISSN numbers and with numbers of national and international directories.	5/chapter	
IIIC		PROJECTS	(a) Malag Day'	20/00	
lIIC (i)	Sponsored Projects carried out/ ongoing	(a) Major Projects amount mobilized with grants Rs. 50.00 lakhs and above /Major Projects amount mobilized with grants above Rs. 30.00 lakhs	(a) Major Projects amount mobilized with grants Rs. 10.00 lakhs and above /Major Projects amount mobilized with grants above Rs. 5.00 lakhs	30/20 per project per year of operation.	
		(b) Major Projects amount mobilized with grants above Rs. 5.00 lakhs up to Rs. 30.00 lakhs	(b) Major Projects amount mobilized with grants above Rs. 3.00 lakhs up to Rs. 5.00 lakhs	15/Project per year of operation.	
		(c) Major/Minor Projects (Amount mobilized with grants Rs. 50,000 upto Rs.5.00 lakh)	(c) Major/Minor Projects (Amount mobilized with grants Rs. 25,000 up to Rs. 3.00 lakh)	10/ Project per year of operation.	
IIIC (ii)	Consultancy Projects carried out/ongoing	Amount mobilized above Rs. 10.00 lakh	Amount mobilized above Rs. 2.00 lakh	10 per project per year	
		Amount mobilized between Rs. 10,000/- and Rs. 10.00 lakh	Amount mobilized between Rs. 10000/- and Rs. 2.00 lakh	5 per project per year	
IIIC (iii)	Completed projects	Completed project Report		20/each major project and 10/each minor project.	
IIIC (iv)	Projects Outcome/ Outputs	Patent/Technology transfer/Product/ Process	Major Policy document of Govt. Bodies at Central and State Government/Semi Govt Level.	30/each national level output including patent granted; 50/each for international level including patent granted; and 15/each for patent applied	

IIID	RESEARCH GUI	DANCE		
IIID	M.Phil./	Degree awarded	Degree awarded	3/each
(i)	M.Tech./ M.Sc./ M. PharmA / MPT/MBA	9	19.11 2	candidate.
	M.Com/ Master Degree (with dissertation or Project Work)	Dissertation submitted	Dissertation submitted	2/each candidate.
	B.Tech./ BBA Project work	Degree awarded	Degree awarded	1/each candidate.
IIID (ii)	Ph.D	Degree awarded	Degree awarded	10/each candidate
		i) Thesis submitted	i) Thesis submitted	7/each candidate
		ii) Thesis evaluated of other Universities.	ii) Thesis evaluated of other Universities.	5/each candidate
		iii) Viva-voce conducted of other Universities.	iii) Viva-voce conducted of other Universities.	3/each candidate
IIIE		RSES AND CONFERENCE/SEMI	NAR/SYMPOSIUM/WORK	KSHOP PAPERS
IIIE (i)	Refresher**	(a) Not less than two weeks duration.	(a) Not less than two weeks duration.	20/each
(1)	courses, Orientation	(b) One week duration.	(b) One week duration	10/each
	Programmes, Methodology	,	. ,	
	workshops,			
	Training,			
	Teaching- Learning-			
	Evaluation			
	Technology Programme, Soft			
	Skills			
	development Programme,			
	Faculty			
	Development Programmes			
	(Max:30 points)			
IIIE (ii)	Papers in Conferences /	Participation and Presentation of research papers (oral/	Participation and Presentation of	
(11)	Seminars/	poster) in	research papers	
	Symposia/	a) International	(oral/poster) in	40/aaah
	workshops etc.***	a) International b) National	a) International b) National	10/each 7.5/each
		c) Regional / State level	c) Regional/State level	5/each
		d) Local-University / College level.	d) Local- University/College level.	3/each
IIIE (iii)	Invited lectures/ presentations or	a) International / Foreign	a) International/Foreign	10/each
\''' <i>)</i>	sessions	b) National	b) National	7.5/each
	chaired at conferences/	o) regionar, clare zover	c) Regional/State level	5/each
	seminar/	d) Local-University / College level	d) Local- University/College	3/each
	workshops/ symposia.	-	level	
IIIE	Academic	As a member of the organizing	As a member of the	
(iv)	Contribution through	committee or the Advisory Committee	organizing committee or the Advisory	
	organization of		Committee	
	Refresher	a)International	a) International	10/each
	Courses/ Orientation	b) National C) Regional/ State level	b) National C) Regional/State level	7.5/each
	Programmes/ Conferences/	o, regional diato lovel	o, regional otate level	, 54011
	Seminars/ Workshops etc			

IIIE (v)	Academic Contribution through participation in quality enhanceme nt/ sustenance efforts.	Member of University Court/ Executive Council/ Academic Council/FC/Sports Council/ IQAC/ IAEC/Human Ethics Committee/ Purchase Committee, House allotment committee, NAAC committee, Health advisory committee, UG/PG Boards of Studies, Governing Bodies of Colleges/ Institutions, Inspection Committee, etc.	Member of University Court/ Executive Council/Academic Council/FC/Sports Council/IQAC/IAEC/Human Ethics Committee/ Purchase Committee, House allotment committee, NAAC committee, Health advisory committee, UG/PG Boards of Studies, Governing Bodies of Colleges/ Institutions, Inspection Committee, etc.	minimum 7 points each or 7 points each/year.
IIIF		Teachers/Other	Teachers/Other Academic	
		Academic Staff	Staff Discharging duties as:	
IIIF	Academic	Discharging duties as: A) Chairperson, Director	A) Chairperson, Director of	25 points for
(i)	Contribution through leadership At different level	of Sports, Director Distance Education, Head (T&P), Joint Chief Warden, Co-coordinator, TEQIP etc.	Sports, Director Distance Education, Head, T&P, Joint Chief Warden, Co- coordinator, TEQIP etc.	each, subject to maximum of 25 points per year
		B) Incharges, Warden, Programme Chairperson, Head, IPR Cell, NSS Coordinator, Nodal Officer, Coordinator, CIL, Head, BDG, Incharge International Education Cell, Coordinator, REC, Incharge, CWN, Dy-Coordinator(TEQIP,SAP / FIST), Training & Placement Advisor,Course Coordinator/LabIncharge,etc	B) Incharges, Warden, Programme Chairperson, Head, IPR Cell, NSS Coordinator, Nodal Officer, Coordinator, CIL, Head, BDG, Incharge International Education Cell, Coordinator, REC, Incharge, CWN, Dy Coordinator(TEQIP,SAP / FIST), Training & Placement Advisor, Course Coordinator/ Lab Incharge. etc.	20 points for each, subject to maximum of 20 points per year
IIF	Academic	IIIF (ii) For stage 6 only	IIIF (ii) For stage 6 only	
(ii)	Contribution through leadership at senior level	A) VC, PVC, and Registrar	A) VC, PVC, and Registrar	40 points for each, subject to maximum of 40 points per year
		B) Dean Academic Affairs, Dean of Colleges, Dean Students Welfare, Deans of Faculties, Proctor, Director of School, COE, Director ASC, Chief Warden, Director-Research, Librarian, Coordinator (TEQIP,SAP / FIST) etc.	B) Dean Academic Affairs, Dean of Colleges, Dean Students Welfare, Deans of Faculties, Proctor, Director of School, COE, Director ASC, Chief Warden, Director-Research, Librarian, Coordinator (TEQIP,SAP / FIST) etc	maximum of 30 points per year
IIIG	(i) Fellow of Academies	a) International b) National	a) International b) National	20 each 10 each
	(ii)Research/ Academic Fellowship	a) International b) National	a) International b) National	10 each 5 each
	(iii) Citation of Research Work	Above 50 citation per paper	Above 25 citation per paper	1 each/citation
			Total Score	
			Minimum API Score Reg	uired under
			Category-III	MII ON MIINGI

⁺ To be filled by the candidate.

- * In case of joint publications:
 - a) If research supervisor/mentor/principal investigator/co-principal investigator and project fellow/research scholar(s) make publication, each will get full points;
 - b) In case of joint publication other than (a) above the mentor/supervisor/first author and corresponding author, each will get 60% of the total API score for the publication; and
 - c) In case of more than two authors (except 'a' & 'b' above) the remaining authors will get 40 % each of the Total API score for the publication.
 - d) Self certificate by the candidate to this effect shall be admissible evidence in absence of documentary proofs for past record i.e. before the date of notification.
- ** In case of the Teacher who has attended total 56 days (8 weeks) courses, she/he would get full 30 points in this case. However, if a teacher goes to foreign university/institute for teaching, training and academic developments for more than one week, the API-points shall be calculated accordingly.
- ***API Score for III E (ii) will be claimed solely by the author who participated and presented the paper (oral/poster). However, if a paper presented in Conference /Seminar is published in the form of Proceedings, the points would accrue for the publication (III (a) and not under presentation III (e) (ii)).

List of enclosures : (check list)

The applicant must submit the following in the order given below and the enclosures attached be tick marked.

- (i) The application Form A1, duly filled and complete in all respects.
- (ii) The Summary sheet, Form A2 duly filled and complete in all respects.
- (iii) API Score Sheet, Form A-3
- (iv) Required fee as per advertisement in the shape of crossed bank draft drawn in favour of the Registrar, GJUS&T, Hisar payable at Hisar or University cash receipt.
- (v) Copy of caste certificate from the competent authority if you belong to SC/ST or Backward Class of the State.
- (vi) Attested copy of certificate of date of birth.
- (vii) Attested copies of diplomas, degrees and certificates (Originals should be produced when asked for).
- (viii) Attested copies of testimonials from two persons intimately acquainted with your work and character.
- (ix) One page Write-up on significant contributions/innovations through teaching research, design or any other innovative/creative activity during the past five years.
- (x) A list giving details of production of educational TV/Radio programmes Short Term/Continuing Education/Special Course conducted, course developed for UG/PG.
- (xi) Details of thesis supervised.
 (Attach a separate sheet giving full details of thesis supervised i.e. Degree, Title of Thesis, year of degree awarded, name of the student or scholar, co-supervisor, if any.)
- (xii) Details of Sponsored/Consultancy Projects handled. (Attach a separate sheet giving details of the Title, name of the sponsoring or funding agency, amount and duration of the Research and/or consultancy activities during the past five years be indicated separately.
- (xiii) Details of Research Publications
 (Attach a separate list for research publications and papers presented in conferences giving relevant details with regard to co-author, title, journal/publisher, year, page no., conference place, month, year etc. for the above. Publications during the last five years be indicated separately.
- (xiv) Three sets of reprints or photocopies of selected research papers as per requirement i.e. ten for Professor and five for Associate Professor which you consider as most significant of your contribution. (These could be returned on request)
- (xv) Details of Reviews/Designs/Feasibility Reports giving title, number of pages, name of agency for which prepared and co-authors, if any.
- (xvi) Details of patents/technology transfer cases.
- **Note:** Candidates for the post of Assistant Professor/Associate Professor or equivalent post should attach copies of grade/marks in course taken during PG/M.Tech./Ph.D. Programmes and abstract of Ph.D. thesis.

INSTRUCTIONS TO CANDIDATES FOR APPOINTMENT

(To be detached from the Application Form by the candidates)

Candidates must read and follow the "Instructions to Candidates for Appointment" very carefully. Applications not submitted in conformity with these instructions are liable to be rejected.

- 1. Fill in the application form (Form A 1) including the summary sheet (Form A 2) and API (Form A 3) legibly and correctly. Any relevant additional information that the candidate may like to give should be separately attached.
- 2. (a) Candidates should satisfy themselves that they fulfil the eligibility criteria and possess the requisite qualifications and experience for the post. Only candidates possessing the requisite qualifications and experience as on the last date for receiving the applications will be eligible for consideration.
 - (b) In case an applicant desires to be considered for more than one department or post, separate applications should be submitted for each.
 - (c) Candidates, for any particular post, may be considered for appointment to a lower post at the discretion of the Selection Committee.
- 3. (a) Persons in the employment of Government Departments, Universities or educational institutions, public enterprises, quasi-Government organizations, whether in a permanent or temporary capacity, must apply through their employer.
 - (b) They may, however if they so desire, submit advance copies of their application direct to the University.
 - (c) If there is delay in the forwarding of the application, candidates should, if and when called for interview, bring with them the written permission of the Head of Department or their employer as the case may be, permitting them to appear before the Selection Committee for interview.
 - (d) In the absence of a "No Objection Certificate" candidates may not be interviewed.
- 4. (a) Candidates should send their application by registered post.
 - (b) All applications should be sent to the Registrar, Guru Jambheshwar University of Science & Technology, Hisar 125001 (Haryana), so as to reach on or before the last date stipulated in the advertisement.
 - (c) Any subsequent change of address should be promptly communicated to the Registrar, Guru Jambheshwar University of Science & Technology, Hisar 125001 (Haryana).
 - (d) Applications not accompanied by a crossed bank draft/University receipt of required fee as per advertisement will not normally be considered. The bank draft be drawn in favour of the Registrar, Guru Jambheshwar University of Science & Technology, Hisar payable at Hisar.
- 5. Applications received after the date fixed for receipt of applications/incomplete applications will not be entertained, ordinarily. The last date for receipt of applications for overseas candidates is relaxable at the discretion of the University. The university will not be responsible for any postal/courier delay.
- 6. Candidate residing outside India may apply on plain paper, giving full details of their academic and technical qualifications, experience, list of publications and addresses of three referees.
- 7. Candidate should possess sound health. If selected they will be required to undergo medical examination and satisfy such medical authority, as the University may prescribe.
- 8. It should be understood that the submission of application and fee does not automatically entitle a candidate to be called for interview nor refund of fee will be permissible as only those candidates who pass through the process and are found prima facie suitable are called for interview. The summoning of candidates for interview does not convey any assurance that they will be selected. Appointment orders to selected candidates will be issued by the University in due course of timeafter their selections are considered and approval by the competent authority.
- 9. (a) Candidates, if invited, will attend interviews, at such places and time as may be fixed; at their own expense.
 - (b) Only overseas candidates may be considered "in absentia". Persons abroad may appear for interview in person if they so desire at their own expense. They should, however inform the Registrar accordingly at the time of sending their applications.
- 10. Number of posts may change at the time of selection at the sole discretion of the University.
- 11. Higher starting salary in the grade may be offered to a candidate depending on his qualifications and experience.
- 12. Selected candidates, after joining the service of the University shall be governed by the rules and regulations of the University as may be in force from time to time in addition to the conditions stipulated in their appointment letters.
- 13.(a) Residential accommodation, if available, may be offered, as per University rules.
 - (b) Benefits of pension/P.F./gratuity, etc. are admissible as per rules of the University.
 - (c) Dearness allowance is admissible as per rules of the University.
 - 14. All disputes will be subject to Hisar Jurisdiction.