

## **Haryana Vishwakarma Skill University Dudhola Palwal**

*(Enacted by the Act 25 of 2016, State of Haryana)*

**Advertisement No. HVSU/17/Estt./005**

### **Recruitment of Contractual/Deputation positions**

The Government of Haryana passed an Act 25 of 2016 to establish and incorporate a Skill University in the State to facilitate and promote skill, entrepreneurship development, skill based education and research in the emerging areas of various sectors and to raise skill level in various fields related to these areas and for matters connected therewith or incidental thereto.

The University, as a strategy, will pursue the dual vocational education model where the selected students will be offered to pursue their higher education in an integrated work and study model. The entire work study will be designed in line with the requirements of the National Skill Qualification Frame work (NSQF). The selected candidates will serve in industry integrated program across different locations of the State with flexible timings aligned to the requirements of the classes.

Applications are invited from suitable candidates with industry experience will be preferred on a prescribed form for contractual/ deputation positions:

**(1) Professor (Electronics) (One) (2) Controller of Examination (One) (3) Dean (Automotive /Mechanical/ Robotics/ Instrumentation) (One) (4) Librarian (One) (5) Deputy Librarian (One) (6) Assistant Professor (Mechatronics / Robotics/ Electrical ) (One) (7) Assistant Professor (Plastic Engineering) (One) (8) Assistant Deputy Director (Project Management) (One) (9) Assistant Deputy Director (IT) (One) (10) Assistant Deputy Director (Multimedia) (One) (11) Assistant Deputy Director (Skilling) (One) (12) Assistant Registrar (One) (13) Foreman Instructor (Mechatronics) (One) (14) Foreman Instructor (Tool and Die) (One) (15) Foreman Instructor (Robotics) (One) (16) Foreman Instructor (Electrical) (One) (17) Foreman Instructor (Industrial Electronics) (One) (18) Skill Instructor ( Tool and Die ) (One) (19) Skill Instructor (Mechatronics) (One) (20) Skill Instructor (Electrical) (One) (21) Trainer (English Communication/ Soft Skills/ Management) (One) (22) Lab Technician (IT) (One) (23) Lab Technician (Library) (One) (24) Lab Technician (Electrical) (One)**

**Note: - For Application form, criteria of Eligibility, Qualifications, Experience and Salary, please visit the University website ([www.hvsu.ac.in](http://www.hvsu.ac.in))**

- (1) For selection for the post of (1) to (5) on contractual basis, engagement will be for a period of 2 Years.
- (2) For selection for the post of (6) to (08) and (12) to (24) on contractual basis, engagement will be for a period of 1 Year.
- (3) For selection for the post of (9) to (11) on contractual basis, engagement will be for a period of 6 months.
- (4) For selection on deputation basis, Period of deputation will be for two years initially, which will be extendable as per rule.
- (5) Bring bio-data along with one self attested Copy of relevant testimonials and certificates along with the original testimonials and certificates at the time of interview in the office of the undersigned.
- (6) The University reserves the right to increase/ decrease the number of posts or it may not fill any of the posts advertised without assigning any reason. The applications shall be short-listed and mere possession of minimum qualification & experience does not entitle a candidate to be selected.
- (7) The candidates who are already in service have to submit their application through proper channel or they are required to submit the **No Objection Certificate** from their present employer, otherwise their application form will not be entertained. No TA/DA shall be paid by the University.
- (8) Interview date will be displayed on University website i.e. [www.hvsu.ac.in](http://www.hvsu.ac.in) on 18<sup>th</sup> November 2017. The applicants are advised to visit the website for related update. It may be noted that no information in this regard to the candidates will be sent separately.

**Interested candidate must send their application in the prescribed format through speed post / registered post to The Registrar, Haryana Vishwakarma Skill University at Transit office- Haryana Institute of Public Administration, Plot No.76, Room No. 202, 2<sup>nd</sup> floor , HIPA Complex, Sector-18, Gurugram, Haryana 122001 on or before 15<sup>th</sup> November 2017 up to 05: 00 PM. The University will not be responsible for any postal delay.**

**REGISTRAR**

**(Annexure) Eligibility and Qualification/ Experience for Posts**

S. No	Name of Post(s)/ mode of recruitment with pay scale/ Consolidated salary	No. of Post(s)	Qualification/ Experience	Desirable
1.	Professor (Electronics) ( Deputation/ Contractual)  (2 Years)	01	<p>1. A Ph.D. degree with First class in Bachelor's or Master's degree in the relevant branch of Engg. &amp;Tech with specialization in Electronics and experience of 10 years in teaching research and / or industry, out of which at least 05 years at the level of Associate Professor or equivalent grade Rs.37400-67000(GP-9000) <b>Or</b></p> <p>In the event the candidate is from industry and the profession, the following shall constitute as essential:</p> <p>a) First Class Master's Degree in relevant branch of Engg. &amp; Tech.;</p> <p>b) Significant professional work which can be recognized as equivalent to a Ph.D. Degree in relevant branch of Engg. &amp; Tech. and industrial/professional experience of 10 years out of which at least 05 years at the level of Associate Professor or equivalent grade of Rs.37400-67000(GP-9000).</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>ii) Without prejudice to the above, the following conditions may be considered desirable:</p> <ul style="list-style-type: none"> <li>• Teaching, research industrial and/or professional experience in a reputed organization;</li> <li>• Published work, such as research papers, patents filed/ obtained, books, and/or technical reports;</li> <li>• Experience of guiding project work/ dissertation of PG / Research Students or supervising R&amp;D projects in industry;</li> <li>• Demonstrated leadership in planning and organizing academic, research, industrial and/or professional activities;</li> <li>• Capacity to undertake / lead sponsored R&amp;D, consultancy and related activities.</li> </ul> <p>2 (i) Experience of vocational, community colleges in lined with NSQF. Candidates having experience of</p>	<p>a) An outstanding professional with complete knowledge of vocational education, skill development ecosystem and its stakeholders.</p> <p>b) Have in-depth knowledge and understanding of National Occupational Standards &amp; National Qualification Framework.</p> <p>(c) Have in depth Knowledge of national and international in online program like MOOCs, SWAYAM etc.</p> <p>d) Overall sectorial &amp; Industry knowledge ability to analysis / collate demands and prepare a sustainable plan/models of skill programs / courses / work-study model and skilling framework.</p> <p>e) Establish national and international sectarian partnerships.</p> <p>f) Knowledge of digital learning techniques.</p> <p>(g) Experience in Convergence of e-Learning</p> <p>(h) Experience in Application based learning</p> <p>(i) Knowledge of Simulation Problem Solution Approaches</p> <p>(j) Develop Entrepreneurship Development Program.</p> <p>(k) Teaching, research, industrial and / or professional experience in a reputed organization;</p> <p>(l) Papers presented at Conferences and / or in refereed journals.</p> <p>(m) IT skills are mandatory.</p>

			<p>International qualification standards and also setting and operational of vocational institutes, infrastructure and technology.</p> <p>(ii) A candidate should have knowledge of designing of vocational curriculum, syllabus and lesson plan and must be familiar with technology based digital learning MOOCS, SWAYAM etc.</p> <p>3. Knowledge of Hindi/Sanskrit up to Matric</p>	
2.	<p>Controller of Examination</p> <p>(Deputation/ Contractual )</p> <p>(2 Years)</p>	01	<p>(1) Master's Degree with at least 55% of the marks Or its equivalent grade of B in the UGC seven-point scale.</p> <p>(2) At least 15 years of experience as Assistant Professor in the AGP of Rs 7000/- and above or with 8 years of service in the AGP of Rs 8000/- and above including as Associate Professor along with experience in Educational Administration <b>or</b> Comparable experience in research establishment and / or other institutions of higher education. <b>or</b> 15 years of administrative experience of which 8 years shall be as Deputy Registrar or an equivalent post.</p> <p>(3) Knowledge of Hindi / Sanskrit upto Matric standard or higher education.</p>	<p>(a) An outstanding professional with complete knowledge of vocational education, skill development ecosystem and its stakeholders.</p> <p>(b) Have in depth Knowledge of national and international in online and offline examinations, like MOOCs, SWAYAM program etc.</p> <p>(c) Have in-depth knowledge and understanding of National Occupational Standards &amp; National Qualification Framework.</p> <p>(d) Overall sectorial &amp; Industry knowledge ability to analysis / collate demands and prepare a sustainable plan/models of skill programs / courses / work-study model and skilling framework.</p> <p>(e) Establish national and international sectorial partnerships.</p> <p>(f) Support in establishing digital courseware.</p> <p>(g) Develop entrepreneurship development program.</p> <p>(h) IT skills are mandatory.</p> <p>(i) Preference will be given to postgraduate in management and Ex-servicemen/retired employee</p>
3.	<p>Dean</p> <p>(Mechanical/Robotics/ Automotive Manufacturing/ Instrumentation)</p> <p>(Deputation/ Contractual )</p> <p>(2 Years)</p>	01	<p>1. A Ph.D. degree with First class at Bachelor's or Master's degree in the Engineering (Mechanical/Robotics/ Instrumentation/ Automotive Manufacturing/ Instrumentation) and experience of 10 years in teaching research and / or industry/ academic institutions, out of which at least 05 years at the level of Associate Professor or equivalent grade in the grade of Rs 37400-67000(AGP-9000) <b>Or</b> In the event the candidate is from industry and the profession, the following shall constitute as essential:</p> <p>a) First Class Master's Degree in any branch of Engineering (Mechanical/Robotics/ Instrumentation/</p>	<p>(a) An outstanding professional with complete knowledge of vocational education, skill development ecosystem and its stakeholders.</p> <p>b) Have in-depth knowledge and understanding of National Occupational Standards &amp; National Qualification Framework.</p> <p>(c) Have in depth Knowledge of national and international in online and offline examinations, like MOOCs, SWAYAM program etc</p> <p>d) Overall sectorial &amp; Industry knowledge ability to analysis / collate demands and prepare a sustainable plan/models of skill</p>

		<p>Automotive Manufacturing)</p> <p>b) Significant professional work, which can be recognized as equivalent to a Ph.D. Degree in Engg. &amp; Tech.(Mechanical/Robotics/ Automotive Manufacturing/ Instrumentation) and industrial/professional experience of 10 years out of which at least 05 years of teaching experience at the level of Associate Professor or equivalent grade. 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>2. Without prejudice to the above, the following conditions may be considered desirable:</p> <p>Teaching, research industrial and/or professional experience in a reputed organization;</p> <p>Published work, such as research papers, patents filed/ obtained, books, and/or technical reports; Experience of guiding the project work/ dissertation of PG / Research Students or supervising R&amp;D projects in industry; Demonstrated leadership in planning and organizing academic, research, industrial and/or professional activities;</p> <p>(i) Experience of vocational college, community college, for designing/ developing vocational program</p> <p>(ii) Contribution to educational innovation, design of new curricula and technology-mediated teaching learning process.</p> <p>(iii) An outstanding professional, with an exceptional accomplishment established in the relevant field, who has made significant contributions to the knowledge in the concerned/allied/relevant discipline, to be substantiated by credentials.</p> <p>(iv) Professional should have experience in automobile, Mechanical/Robotics/ Automotive Manufacturing/ instrumentation.</p> <p>(v) Understand NSQF and various job roles, course, curriculum and has experience in management of the</p>	<p>programs / courses / work-study model and skilling framework.</p> <p>e) Establish National and International sectorial partnerships.</p> <p>f) Support in establishing digital courseware.</p> <p>g) Develop Entrepreneurship Development Program.</p> <p>h) IT skills are mandatory.</p> <p>i) Preference will be given to postgraduate in management and Ex-servicemen /retired employee. Capacity to undertake / lead sponsored R&amp;D, consultancy and related activities.</p>
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			CBSE/AICTE/UGC/ Technical institutions. 3. Knowledge of Hindi / Sanskrit upto Matric standard or higher education.	
4.	Librarian (Deputation/ Contractual )  (2 Years)	01	<p>1. A Master's Degree in Library Science /Information Science/documentation with at least 55% marks or its equivalent grade of B in the UGC seven points scale and consistently good academic record set out in these Regulations. Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.</p> <p>iii. However, candidates, who are, or have been awarded Ph.D degree in accordance with the "University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET</p> <p><b>Experience:</b></p> <p>2.(i) At least thirteen years as a Deputy Librarian in a University library or eighteen years' experience as a College Librarian. (ii) a person who have experience of digital learning to convert traditional library to digital mode. (iii) Knowledge of simulating learning, gamification learning, virtual learning and distant learning, augmenting learning, pedagogies online learning etc. (iv) Evidence of innovative library service and organization of published work. (v) Understanding Knowledge of Web portal Management/applications/LMS/LMIS/ Software Development. (3) Knowledge of Hindi / Sanskrit upto Matric standard or higher education.</p>	<p>(a) A. M.Phil./Ph.D. Degree in library science/information science /documentation/archives and manuscript-keeping. (b) Development, organization and management of e-resources including their accessibility over Intranet / Internet, digitization of library resources, e-delivery of information, etc (c) Knowledge of ICT and other new technologies' application for upgradation of library services such as automation of catalogue, learning resources procurement functions, circulation operations including membership records, serial subscription system, reference and information services, library security technology based methods such as RFID, CCTV), development of library management tools (software), Intranet management (d) An outstanding professional with complete knowledge of vocational education, skill development ecosystem and its stakeholders. (e) Overall sectorial &amp; Industry knowledge ability to analysis / collate demands and prepare a sustainable plan/models of skill programs / courses / work-study model and skilling framework. (f) Support in establishing digital library/software. (g) A candidate should have knowledge and must be familiar with technology based digital learning MOOCS, SWAYAM etc. (g) IT skills are mandatory.</p>
5.	Deputy Librarian (Deputation/ Contractual )  (2 Years)	01	<p>1. A Master's Degree in Library Science /Information Science/documentation with at least 55% marks or its equivalent grade of B in the UGC seven points scale and consistently good academic record set out in these Regulations. Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.</p> <p>iii. However, candidates, who are, or have been awarded Ph. D. degree in</p>	<p>(a) A. M.Phil./Ph.D. Degree in library science/information science /documentation/achieves and manuscript-keeping. (b) Development, organization and management of e-resources including their accessibility over Intranet / Internet, digitization of library resources, e-delivery of information, etc (c) Knowledge of ICT and other new technologies' application for upgradation of library services</p>

			<p>accordance with the “University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET</p> <p><b>Experience:</b></p> <p>2(i) Five years experience as an Assistant University Librarian/College Librarian.  (ii) Evidence of innovative library service and organization of published work and professional commitment, computerization of library.  (iii) Knowledge of simulating learning, gamification learning, virtual learning and distant learning, augmenting learning, pedagogies online learning etc.  (iv) Evidence of innovative library service and organization of published work.  (v) Understanding Knowledge of Web portal Management/ applications/LMS/LMIS/ Software Development.</p> <p>3. Knowledge of Hindi / Sanskrit upto Matric standard or higher education.</p>	<p>such as automation of catalogue, learning resources procurement functions, circulation operations including membership records, serial subscription system, reference and information services, library security technology based methods such as RFID, CCTV), development of library management tools (software), Intranet management</p> <p>(d) An outstanding professional with complete knowledge of vocational education, skill development ecosystem and its stakeholders.</p> <p>(e) Overall sectorial &amp; Industry knowledge ability to analysis / collate demands and prepare a sustainable plan/models of skill programs / courses / work-study model and skilling framework.</p> <p>(f) Support in establishing digital library/software.</p> <p>(g) A candidate should have knowledge and must be familiar with technology based digital learning MOOCS, SWAYAM etc.</p> <p>(h) IT skills are mandatory.</p>
6.	<p>Assistant Professor  (Robotics/  Mechatronics/  Electrical)</p> <p>(Contractual)  (1 Year)</p>	01	<p>1. B.E/B.Tech &amp; ME/ M.Tech in relevant branch with 1st class or equivalent either in BE/B.Tech or ME/M.Tech in the field of Mechatronics / Robotics/ Electrical .</p> <p><b>Experience:</b></p> <p>2.(i) Minimum 1 years teaching and industrial experience or equivalent.  (ii) Experience of vocational, community colleges in lined with NSQF. Candidates having experience of International qualification standards and also setting and operational of vocational institutes, infrastructure and technology.  (iii) A candidate should have knowledge of designing of vocational curriculum, syllabus and lesson plan and must be familiar with technology based digital learning MOOCS, SWAYAM etc.</p> <p>3. Knowledge of Hindi / Sanskrit upto Matric standard or higher education.</p>	<p>a) An outstanding professional with complete knowledge of vocational education, skill development ecosystem and its stakeholders.</p> <p>b) Have in-depth knowledge and understanding of National Occupational Standards &amp; National Qualification Framework.</p> <p>c) Overall sectorial &amp; Industry knowledge ability to analysis / collate demands and prepare a sustainable plan/models of skill programs / courses / work-study model and skilling framework.</p> <p>d) Establish national and international sectarian partnerships.</p> <p>e) Knowledge of digital learning techniques.</p> <p>(f) Experience in Convergence of e-Learning</p> <p>(g) Experience in Application based learning</p> <p>(h) Knowledge of Simulation Problem Solution Approaches</p> <p>(i) Develop entrepreneurship development program.</p> <p>(j) Teaching, research, industrial and / or professional experience in a</p>

				<p>reputed organization.</p> <p>(k) Papers presented at Conferences and / or in refereed journals.</p> <p>(l) IT skills are mandatory.</p>
7	<p>Assistant Professor (Plastic Engineering) (Contractual) (1 Year)</p>	01	<p>1. BE/B.Tech &amp; ME/ M.Tech in relevant branch with 1st class or equivalent either in BE/B.Tech or ME/M.Tech/M.Sc. in Chemical /Polymer/ Plastic Engineering or Equivalent.</p> <p>In case of M.Sc., 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.</p> <p>*PG Diploma in Plastic Engineering will be given preference</p> <p><b>Experience:</b></p> <p>2.(i) Minimum 1 year of continuous teaching experience in any Technical Institute. Candidate possessing experience in tool room / plastic industry would be preferred.</p> <p>(ii) Experience of vocational, community colleges in lined with NSQF. Candidates having experience of International qualification standards and also setting &amp; operational of vocational institutes, infrastructure and technology.</p> <p>(iii) A candidate should have knowledge of designing of vocational curriculum, syllabus and lesson plan and must be familiar with technology based digital learning MOOCS, SWAYAM etc.</p> <p>3. Knowledge of Hindi / Sanskrit upto Matric standard or higher education.</p>	<p>a) An outstanding professional with complete knowledge of vocational education, skill development ecosystem and its stakeholders.</p> <p>b) Have in-depth knowledge and understanding of National Occupational Standards &amp; National Qualification Framework.</p> <p>c) Overall sectorial &amp; Industry knowledge ability to analysis / collate demands and prepare a sustainable plan/models of skill programs / courses / work-study model and skilling framework.</p> <p>d) Establish national and international sectorial partnerships.</p> <p>e) Support in establishing digital courseware.</p> <p>f) Develop entrepreneurship development program.</p> <p>(g) Knowledge of digital learning technique.</p> <p>(h) IT skills are mandatory.</p>
8	<p>Assistant Deputy Director (Project Management) (Contractual) (6 months)</p>	01	<p>1 Master's Degree with at least 55% of the marks in Management / Humanities or first class in two year full time PGDM in related discipline declared equivalent by AIU /accredited by the AICTE / UGC.</p> <p><b>Experience:</b></p> <p>2. (i) A minimum of 5 years of teaching/Industry experience or experience in project management, tracking of project actionable follow up with various teams, preparation of desk boards, reports, data analysis/ research at the University/National level institutions. and/ or research/policy papers.</p> <p>ii) Professional should have experience in any of the sectors viz. automobile, agriculture, apparel &amp; textiles, IT&amp;ITES, healthcare, Banking &amp; Finance, retail, hospitality, electrical &amp; electronics, construction, transport and logistics.</p>	<p>(a) Preference will be given to people who have work in education/skill development sector/institutions or departments</p> <p>(b) Knowledge and understanding of National Occupational Standards &amp; National Qualification Framework.</p> <p>(c) Overall sectorial &amp; Industry knowledge ability to analysis / collate demands and prepare a sustainable plan/models of skill programs / courses / work-study model and skilling framework.</p> <p>(d) Establish national and international sectorial partnerships.</p> <p>(e) IT skills are mandatory.</p> <p>(f) Preference will be given to postgraduate in management and Ex-servicemen/retired employee</p>

			(iii) Proficiency in MS office and project management tools. 3 Knowledge of Hindi / Sanskrit upto Matric standard or higher education.	
9	Assistant Deputy Director (IT) (Contractual) (6 months)	01	1. B.E./B.Tech / M.Tech. /M.Sc. (Computer Science /IT)/ MCA/'B'/'C' Level course from DOE/NIELIT with 55% marks. <b>Experience:</b> 2. Min. 5 years experience as Programmer in Software Development/ Web portal Management / application development/ Networking in a reputed company. (3) Knowledge of Hindi / Sanskrit upto Matric standard or higher education.	(a)An outstanding professional with complete knowledge of vocational education, skill development ecosystem and its stakeholders. (b) Knowledge of LMS/LMIS/ DOTNET or Java/J2EE/Websphere/PHP, MySQL and Linux/VB and MS Access/SQL Server/Oracle
10	Assistant Deputy Director ( Multi Media) (Contractual) (6 months)	01	1. Graduation in any stream with certification course in Graphic/Multimedia/ designing, animation, multimedia and web designing. <b>Experience:</b> (2) A minimum of 5 years experience of interactive multimedia Applications includes Exposure to multimedia tools such as Adobe Photoshop, CorelDraw, Adobe Illustrator, Microsoft Office, Macromedia Dreamweaver, Unreal Editor, Adobe PageMaker, HTML, XML, 3D animation, story boarding experience, web development and digital marketing is also an asset or any other tool of reputed company. 3. Knowledge of Hindi and English typing 4. Knowledge of Hindi / Sanskrit upto Matric standard or higher education.	(i) Understanding Knowledge of developing multimedia promotional campaigns including concept and printing includes all types of designs, writing communications, email blasts, multimedia presentations, newsletters, invites, advertisements, leaflets, posters, reports, branding, exhibition material.  (ii) Experience of strong graphic design and illustration skills work experience and requires a lot of hard work, imagination and full of new ideas and thoughts.  (iii) Strong understanding of designing for digital media.
11	Assistant Deputy Director (Skilling) (Contractual) (6 months)	01	1. Masters Degree with atleast 55% in Business Management / Administration in Human Resource Management/ Marketing or first class in two year full time PGDM in related discipline declared equivalent by AIU /accredited by the AICTE / UGC. 2. A minimum of 5 years of CSR/ skilling / community development experience or experience in research at the University/National level institutions. and/ or research/policy papers. 3. Knowledge of Hindi / Sanskrit upto Matric standard or higher education.	(a)An outstanding professional with complete knowledge of vocational education, skill development ecosystem and its stakeholders. (b) Overall sectorial & Industry knowledge ability to analysis / collate demands and prepare a sustainable plan/models of skill programs / courses / work-study model and skilling framework (c) Experience in CSR activities/Out reach activities (d) Knowledge of Industrial Interaction. (e) IT skills are mandatory. (f) Preference will be given to postgraduate in management and Ex-servicemen/retired employee



12	Assistant Registrar (IT) (Contractual) (1 year)	01	<p>1. A good academic record and MCA/B.Tech/B.E.(Computer science/Information Technology) with the minimum 55% marks or its equivalent.</p> <p>2. A minimum of five years of experience of teaching/research/system analyst/system programmer in an academic/ research/ industry or position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution/industry. Proven knowledge of relational database management software such as MS SQL server and Oracle/ERP/accounting software.</p> <p>3. Experience and knowledge of Software Development/ Web portal Management / application development/ Networking designing and developing client/server applications/system administration of servers, working on operating systems such as MS Windows (latest) and Linux/UNIX troubleshooting local area network (LAN).</p> <p>4.Knowledge of Hindi / Sanskrit upto Matric standard or higher education.</p>	<p>(a)An outstanding professional with complete knowledge of vocational education, skill development ecosystem and its stakeholders.</p> <p>(b)Analyze the effectiveness of computer systems and develop strategies to improve IT productivity.</p> <p>(c) Experience in the design &amp; development of new computer applications and enhancements to existing apps.</p> <p>(d)Experience in the deployment, customization and post-implementation troubleshooting of new systems.</p> <p>(e) Understanding of how IT processes and components (such as hardware, software &amp; networks) interact to further university objectives.</p> <p>(f) Preference will be given to candidate having good working experience in institutional administration, establishment.</p>
13	Foreman Instructor ( Mechatronics) ( Contractual) (1 Year)	01	<p>1. B.E./B.Tech with atleast 55% or its equivalent in Electronics/Mechanical/Instrumentation with specialization in Mechatronics from from AICTE recognized institution/ University or Institutions established by Ministry of Human Resource Development (MHRD), Government of India, on full time regular mode basis, with four year practical teaching experience in reputed industry/ institution.</p> <p style="text-align: center;"><b>Or</b></p> <p>Diploma in Engineering or its equivalent in Electronics/Mechanical with specialization in Mechatronics from any State Board of Technical Education, with eight years practical/ teaching experience in reputed industry/ institution.</p> <p style="text-align: center;"><b>Or</b></p> <p>National Trade certificate/ National Apprenticeship Certificate in relevant trade with ten years practical/ teaching/ industrial experience including training period</p> <p>(2) Knowledge of Hindi / Sanskrit upto Matric standard or higher education.</p>	<p>(a)Preference shall be given to degree/ diploma holder candidate possessing craft Training course in relevant Trade/ P.O.T from NCVT recognized institute</p> <p>(b) Experience should be in the concerned trade/ field in industrial establishment covered under apprenticeship Act or in a recognized Technical Institutions</p> <p>(c) In case Ex-Serviceman, Craft Training course shall be relaxed if the candidate possess equivalent technical qualification as certified by Director General rehabilitation, Ministry of Defence, or director General Employment and Training government of India</p> <p>(d) Preference will be given relevant industrial experience (retired/VRS from public / private sector.</p>

14	Foreman Instructor (Robotics) ( Contractual) (1 Year)	01	<p>1. B.E./B.Tech with atleast 55% or its equivalent in Robotics/ instrumentation from AICTE recognized institution/ University or Institutions established by Ministry of Human Resource Development (MHRD), Government of India, on full time regular mode basis, with four year practical/ teaching experience in reputed industry/ institution.</p> <p style="text-align: center;"><b>Or</b></p> <p>Diploma in Engineering or its equivalent in Robotics/ instrumentation from any State Board of Technical Education with eight years practical/ teaching experience in reputed industry/ institution.</p> <p style="text-align: center;"><b>Or</b></p> <p>National Trade certificate/ National Apprenticeship Certificate in relevant trade with ten years practical/ teaching/ industrial experience including training period in the area of CNC machines/ neumatic machines etc.</p> <p>(2) Knowledge of Hindi / Sanskrit upto Matric standard or higher education.</p>	<p>(a)Preference shall be given to degree/ diploma holder candidate possessing craft Training course in relevant Trade/ P.O.T from NCVT recognized institute</p> <p>(b) Experience should be in the concerned trade/ field in industrial establishment covered under apprenticeship Act or in a recognized Technical Institutions</p> <p>(c) In case Ex-Serviceman, Craft Training course shall be relaxed if the candidate possess equivalent technical qualification as certified by Director General rehabilitation, Ministry of Defence, or director General Employment and Training government of India</p> <p>(d) Preference will be given relevant industrial experience (retired/VRS from public / private sector).</p>
15	Foreman Instructor ( Tool and Die) (Contractual) (1Year)	01	<p>1. B.E./B.Tech with atleast 55% or its equivalent in Mechanical/Production/ Mechanical (Tool &amp; Die ) from AICTE recognized institution/ University or Institutions established by Ministry of Human Resource Development (MHRD), Government of India, on full time regular mode basis with four year practical teaching experience in reputed industry/ institution.</p> <p style="text-align: center;"><b>Or</b></p> <p>Diploma in Engineering or its equivalent in Mechanical/Production/ Mechanical (Tool &amp; Die ) from any State Board of Technical Education, with two years practical/ teaching experience in reputed industry/ institution.</p> <p style="text-align: center;"><b>Or</b></p> <p>National Trade certificate/ National Apprenticeship Certificate in relevant trade with ten years practical/ teaching/ industrial experience including training period in the area of CNC machines/ neumatic machines etc.</p> <p>2 Knowledge of Hindi / Sanskrit upto Matric standard or higher education.</p>	<p>(a)Preference shall be given to degree/ diploma holder candidate possessing craft Training course in relevant Trade/ P.O.T, from NCVT recognized institute</p> <p>(b) Experience should be in the concerned trade/ field in industrial establishment covered under apprenticeship Act or in a recognized Technical Institutions</p> <p>(c) In case Ex-Serviceman, Craft Training course course shall be relaxed if the candidate possess equivalent technical qualification as certified by Director General rehabilitation, Ministry of Defence, or director General Employment and Training government of India</p> <p>(d)Preference will be given relevant industrial exp. ( retired/VRS from public / private sector).</p>
16	Foreman Instructor ( Electrical) ( Contractual) (1 Year)	01	<p>1. B.E./B.Tech with atleast 55% or its equivalent in Electrical from AICTE recognized University or Institutions established by Ministry of Human Resource Development (MHRD), Government of India, on full time regular mode basis, with four year practical teaching experience in reputed</p>	<p>(a)Preference shall be given to degree/ diploma holder candidate possessing craft Training course in relevant Trade/ P.O.T, from NCVT recognized institute</p> <p>(b) Experience should be in the concerned trade/ field in industrial establishment covered under</p>

			<p>industry/ institution.</p> <p style="text-align: center;"><b>Or</b></p> <p>Diploma in Engineering or its equivalent in Electricals from any State Board of Technical Education with eight years practical/ teaching experience in reputed industry/ institution.</p> <p style="text-align: center;"><b>Or</b></p> <p>National Trade certificate/ National Apprenticeship Certificate in relevant trade with ten years practical/ teaching/ industrial experience including training period</p> <p>2 Knowledge of Hindi / Sanskrit upto Matric standard or higher education.</p>	<p>apprenticeship Act or in a recognized Technical Institutions</p> <p>(c) In case Ex-Serviceman, Craft Training course shall be relaxed if the candidate possess equivalent technical qualification as certified by Director General rehabilitation, Ministry of Defence, or director General Employment and Training government of India</p> <p>(d) Preference will be given relevant industrial experience ( Retired/VRS from public / private sector.</p>
17	Foreman Instructor (Industrial Electronics) ( Contractual) (1 Year)	01	<p>1. B.E./B.Tech with atleast 55% or its equivalent in Electronics/Electronics &amp; Communications/ Industrial Electronics from AICTE recognized institution/ University or Institutions established by Ministry of Human Resource Development (MHRD), Government of India, on full time regular mode basis, with four year practical teaching experience in reputed industry/ institution.</p> <p style="text-align: center;"><b>Or</b></p> <p>Diploma in Engineering or its equivalent in Electronics/Electronics &amp; Communications/ Industrial Electronics from any State Board of Technical Education, with eight years practical/ teaching experience in reputed industry/ institution</p> <p style="text-align: center;"><b>Or</b></p> <p>National Trade certificate/ National Apprenticeship Certificate in relevant trade with ten years practical/ teaching/ industrial experience including training period in the PLC</p> <p>2. Knowledge of Hindi / Sanskrit upto Matric standard or higher education.</p>	<p>(a)Preference shall be given to degree/ diploma holder candidate possessing craft Training course in relevant Trade/ P.O.T, from NCVT recognized institute</p> <p>(b) Experience should be in the concerned trade/ field in industrial establishment covered under apprenticeship Act or in a recognized Technical Institutions</p> <p>(c) In case Ex-Serviceman, Craft Training course shall be relaxed if the candidate possess equivalent technical qualification as certified by Director General rehabilitation, Ministry of Defence, or director General Employment and Training Government of India</p> <p>(d) Preference will be given relevant industrial experience ( Retired/VRS from public / private sector</p>
18	Skill Instructor ( Tool and Die ) (Contractual) (1 Year)	01	<p>(1) Bachelor degree in Engineering/ Technology or its equivalent in Mechanical / Tool and Die from AICTE recognized institution / University or Institutions established by Ministry of Human Resource development (MHRD), Government of India, with one year practical/ teaching experience</p> <p style="text-align: center;"><b>Or</b></p> <p>Diploma in Engineering or its equivalent in Mechanical /Tool and Die from State Board of Technical Education with two years practical/ teaching experience</p> <p style="text-align: center;"><b>Or</b></p> <p>National Trade certificate/ National Apprenticeship Certificate in Tool and</p>	<p>(a)Preference shall be given to degree/ diploma holder candidate possessing craft Training course in relevant Trade/ P.O.T, from NCVT recognized institute</p> <p>(b) Experience should be in the concerned trade/ field in industrial establishment covered under apprenticeship Act or in a recognized Technical Institutions</p> <p>(c) In case Ex-Serviceman, Craft Training course shall be relaxed if the candidate possess equivalent technical qualification as certified by Director General rehabilitation, Ministry of Defence, or director</p>

			Die or equivalent relevant trade with four years practical/ teaching experience including training period in the area of CNC machines/ neumatic machines etc. (2) Knowledge of Hindi / Sanskrit upto Matric standard or higher education.	General Employment and Training government of India
19	Skill Instructor (Mechatronics) (Contractual) (1 Year)	01	1 Bachelor degree in Engineering/ Technology or its equivalent in Mechanical/ Mechatronics from AICTE recognized institution University or Institutions established by Ministry of Human Resource development (MHRD), Government of India, with one year practical/ teaching experience <b>Or</b> Diploma in Engineering or its equivalent in Mechanical / Mechatronics trade or equivalent from State Board of Technical Education with two years practical/ teaching experience. <b>Or</b> National Trade certificate/ National Apprenticeship Certificate in relevant Mechanical / Mechatronics/ Machinist trade with four years practical/ teaching experience including training period 2 Knowledge of Hindi / Sanskrit upto Matric standard or higher education.	(a)Preference shall be given to degree/ diploma holder candidate possessing craft Training course in relevant Trade/ P.O.T, from NCVT recognized institute (b) Experience should be in the concerned trade/ field in industrial establishment covered under apprenticeship Act or in a recognized Technical Institutions (c) In case Ex-Serviceman, Craft Training course shall be relaxed if the candidate possess equivalent technical qualification as certified by Director General rehabilitation, Ministry of Defence, or director General Employment and Training government of India
20	Skill Instructor (Electrical) (Contractual) (1 Year)	01	1 Bachelor degree in Engineering/ Technology or its equivalent in Electrical from AICTE recognized institution / University or Institutions established by Ministry of Human Resource development (MHRD), Government of India, with one year practical/ teaching experience <b>Or</b> Diploma in Engineering or its equivalent in Electrical or equivalent from State Board of Technical Education with two years practical/ teaching experience. <b>Or</b> National Trade certificate/ National Apprenticeship Certificate in Electrical or equivalent relevant trade with four years practical/ teaching experience including training period (2) Knowledge of Hindi / Sanskrit upto Matric standard or higher education.	(a)Preference shall be given to degree/ diploma holder candidate possessing craft Training course in relevant Trade/ P.O.T from NCVT recognized institute (b) Experience should be in the concerned trade/ field in industrial establishment covered under apprenticeship Act or in a recognized Technical Institutions (c) In case Ex-Serviceman, Craft Training course shall be relaxed if the candidate possess equivalent technical qualification as certified by Director General rehabilitation, Ministry of Defence, or director General Employment and Training government of India.
21	Trainer(English Communication/ Soft Skills/ Management) (Contractual) (1 Year)	01	1.Bachelor degree preferable in Management/ Science with two years practical/ teaching experience. or MBA/ MA in English from recognized University on full time regular mode basis, (2) Knowledge of Soft skill/Language / Statistical Software (3) Knowledge of Hindi / Sanskrit upto Matri Standard or higher education.	(i) Linguistics PG diploma in teaching of English/Equivalent degree / Diploma. (ii) Experience in Corporate (iii) Knowledge of IT skill (iv) With practical/ teaching experience. (v) Experience in handling language lab.

22	Lab Technician (IT) (Contractual) (1 Year)	01	<p>1.(i)10+2 or its equivalent from a recognized Institution; ii) Diploma in computer application/ computer Science/ computer Engineering or IT equivalent from Haryana State Board of Technical Education.</p> <p style="text-align: center;"><b>Or</b></p> <p>Post Diploma in computer application/ computer Engineering or its equivalent from Haryana State Board of Technical Education.</p> <p style="text-align: center;"><b>Or</b></p> <p>'O level' course from Department of Electronics and Information Technology (DOEACC), (Government of India)</p> <p>2. Two years relevant experience in a company of repute covered under Apprenticeship Act</p> <p>3. Hindi / Sanskrit upto Matric standard or higher education.</p>	<p>(a)Preference shall be given to candidate having certificate from CISCO / Delink/Intel/3-Com. (b) With practical/ teaching experience. (c) Experience in Corporate.</p>
23	Lab Technician (Library) (Contractual) (1Year)	01	<p>1. A Graduate with 2 years' professional experience in a Library under Central /State Government / Autonomous or Statutory organization/ PSU/ University or Recognized Research or Educational Institution.</p> <p style="text-align: center;"><b>Or</b></p> <p>A Graduate with B.Lib. Information Science with 1 years' professional experience in a Library under Central /State Government / Autonomous or Statutory organization/ PSU/ University or Recognized Research or Educational Institution.</p> <p>2. Good knowledge of computer application.</p> <p>3. Hindi / Sanskrit upto Matric standard or higher education.</p>	<p>(a)PG Diploma in Library Automation and Networking or PGDCA or equivalent. (b) Experience of Development, organization and management of e-resources including their accessibility over Intranet / Internet, digitization of library resources, e-delivery of information, etc (c) Knowledge of ICT and other new technologies' application for upgradation of library services such as automation of catalogue, learning resources procurement functions, circulation operations including membership records, serial subscription system, reference and information services, library security technology based methods such as RFID, CCTV), development of library management tools (software), Intranet management. (c) Support in establishing digital library/software. (d) IT skills are mandatory.</p>
24	Lab Technician (Electrical) (Contractual) (1 Year)	01	<p>1. Diploma in Engineering or its equivalent in Electrical or equivalent from State Board of Technical Education with two years practical/ teaching experience.</p> <p style="text-align: center;"><b>Or</b></p> <p>National trade certificate/ National Apprenticeship certificate in Electrical or equivalent relevant trade with four years practical/ teaching experience including training period</p> <p>ii) Hindi/ sanskrit upto Matric standard or higher education.</p>	<p>a) Experience should be in the concerned trade/ field in an Industrial establishment covered under Apprenticeship Act or in a recognized technical institution; b) In case of Ex-serviceman, craft Instructor Training course shall be relaxed if the candidate possesses equivalent technical qualification as certified by Director (General, Rehabilitation, Ministry of Defence, or Director General Employment and Training, Government of India. (c) IT skills are mandatory.</p>

**Remuneration:** (1) Professor-Rs.37400-67000(GP-10000)[Deputation] / Rs106650/-[Contractual] (2) Controller of Examination- Rs 37400-67000 ( GP-10000) / Rs106650/-[Contractual] (3) Dean Rs.37400-67000(GP-10000)[Deputation] / Rs106650/-[Contractual] (4) Librarian-Rs 37400-67000 ( GP-10000) / Rs106650/-[Contractual] (5)Deputy Librarian Rs. 15600-39100 (GP-8000)[Deputation] / Rs53100/-[Contractual] (6) Assistant Professor (a) For those with Ph.D. – Rs. 48600/- per month with minimum 2 years teaching and industrial experience, (b) For those with Master Degree with minimum 3 years teaching and industrial experience or equivalent Rs. 40,000/- per month, (c) For those with Master Degree with minimum 1 years teaching and industrial experience or equivalent Rs. 35,000/- per month) (7) Assistant Deputy Director - Rs 48600/- per month (8) Foreman Instructor-Rs.30750/- per month (9) Skill Instructor/Trainer/Lab Technician-Rs 25000/- per month(9) Assistant Registrar-Rs 47250/-

**Note:**

1.NET/SLET/SET shall remain the minimum eligibility condition for recruitment and appointment of Assistant Professors. Provided however, that candidates, who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Produce for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor.

“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 prescribed by the U.G.C. under point 3 of U.G.C notification dated 11-07-2016, published in the Gazette of India, New Delhi on 11-07-2016:-

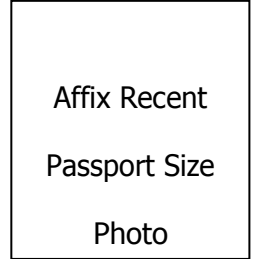
- a) Ph.D. degree of the candidate awarded in regular mode only;
- b) Evaluation of the Ph.D. thesis by at least two external examiners;
- c) Open Ph.D. viva voce of the candidate had been conducted;
- d) Candidate has published two research papers from his/her Ph.D. work out of which at least one must 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).”

2. A relaxation of 5% may be provided at the graduate and master’s level for the Scheduled Caste/Differently Abled (physically and visually differently abled) categories for the purpose of eligibility and for assessing good academic record 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 category mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.

**Haryana Vishwakarma Skill University (HVSU)**  
**(Application for Recruitment of Non Teaching positions)**

1. Advertisement No. : \_\_\_\_\_
2. Post applied for : \_\_\_\_\_
3. Full Name : \_\_\_\_\_  
(in Blocks)
4. Date of Birth : \_\_\_\_\_
5. Age as on the last date. : \_\_\_\_/\_\_\_\_/\_\_\_\_ (DD/MM/YYYY)
6. Gender : \_\_\_\_\_
7. Nationality : \_\_\_\_\_
8. Aadhaar No. : \_\_\_\_\_
9. Father's Name/ : \_\_\_\_\_  
Husband's Name \_\_\_\_\_
10. Mother's Name : \_\_\_\_\_
11. Address for : \_\_\_\_\_  
Correspondence \_\_\_\_\_
12. Permanent Address: \_\_\_\_\_  
Mobile \_\_\_\_\_
13. Telephone No. : Landline (with STD Code) \_\_\_\_\_  
E-Mail \_\_\_\_\_  
\_\_\_\_\_Gen/ SC/ST/ BC/ ESM/Others
14. Category : \_\_\_\_\_
15. State to which you : \_\_\_\_\_  
Belong



16. Details of Educational Qualification (From matriculation/ SSC onwards)

Examination Passed	Universities/ Board/ Institution/ Council of Examination	Month/ Year of Passing	Marks Obtained/ Total Marks	%age of Marks	Subjects

\* Please attach relevant certificates.

17. Details of previous/ current employment: Give particulars below

Name of the Organization	Period of Service		Designation	Scale with GP	Basic Pay	Total monthly Emoluments	Nature of duties performed
	From	To					

\* Additional sheet may be enclosed for any other details of experience  
Please attach your latest detailed C.V

Please attach relevant documents in support of the above

18 . State of Health : \_\_\_\_\_

19 . If selected, specify the minimum : \_\_\_\_\_

required joining time



20. Mention your knowledge in the field of computer (A separate sheet may be attached, if required)

21. Name, address and contact numbers of two references with whom the Candidates has worked/ known in the last preceding five years:

1.

2.

I hereby declare that all information given above is true, complete and correct. In the event of any information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the requirement of the relevant advertisement, my candidature may be cancelled, even after my appointment.

I undertake to abide by all the terms & conditions of the University.

Date: .....

Signature of the Candidate

Name: \_\_\_\_\_

**Certificate to be recorded by the employer while forwarding the application**

Certified that the above particulars filled by Sh./ Smt. \_\_\_\_\_ Designation \_\_\_\_\_ have been verified and found correct. The date of his/ her appointment in the present substantive grade of \_\_\_\_\_ is \_\_\_\_\_. It is also certified that no vigilance case is pending or contemplated against him/her. Attested copies of his/ her ACRs for the last 5 years are enclosed. Certified that no major/ minor penalties were imposed on the Officer during the last ten years of his/ her service. In case the officer is selected he/ she will be relieved within 15 days of receiving the intimation.

**Signature of the employing  
Authority with stamp & date**

**HARYANA VISHWAKARMA SKILL UNIVERSITY**

(Under GOVERNMENT of Haryana Act No. 25 of 2016)

**Dudhola, Palwal-121102**

**Application form for Teaching Positions**

**Advt. No.: HVSU/17/Estt./005**

Recent passport  
size color  
photograph be  
affixed

**DEPARTMENT:** \_\_\_\_\_ **DISCIPLINE:** \_\_\_\_\_

**SPECIALIZATION:** \_\_\_\_\_

1. Name in Full: \_\_\_\_\_ Gender: \_\_\_\_\_

(In Block Letters)

(Male/Female/Other)

2. a) Father's Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

b) Mother's Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

3. Nationality: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Marital Status: \_\_\_\_\_

4. Category:

SC		ST		OBC		PwD		UR	
----	--	----	--	-----	--	-----	--	----	--

In case of OBC, whether belong to creamy layer

Yes / No

5. i) Present Address with Pin Code: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

E-mail : \_\_\_\_\_ Phone No./Mobile No. : \_\_\_\_\_

ii) Permanent Address with Pin Code: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone No./Mobile No. (if any): \_\_\_\_\_

6. Particulars of Educational Qualifications:

Sr. No.	Degree Obtained & Branch/ Specialization	Name of the University/Institute	Year of Passing	% of Marks/ CGPA	Class/ Division
1	10 <sup>th</sup>				
2	10+2				
3	Bachelor's Degree				
4	Master's Degree				
5	Ph. D Degree ( as per UGC regulation 2009)				
6	Others (if any)				

7. Title of PG/Ph. D. Thesis with name and address of Ph. D. Guide. (Enclose Abstract of Thesis)

Degree	Title of Thesis	Guide	University/Institute
i) P.G.			
ii) Ph.D.			

8. Details of Experience:

i) Total Teaching Experience:  Years      Post Ph.D. Experience  years

Sr. No.	Name of the organization where employed	Designation	Date of Joining	Date of leaving	Scale with GP
1.					
2.					
3.					

ii) Research Experience:  years

Sr. No.	Name of the organization where employed	Designation	Date of Joining	Date of leaving	Scale with GP
1.					
2.					
3.					

iii) Industrial Experience:  years

Sr. No.	Name of the organization where employed	Designation	Date of Joining	Date of leaving	Scale with GP
1.					
2.					
3.					
4.					

9. i) Number of Research Publications/Presentations (Attach reprints of best 5 recent publications)

Sr. No.	Nature		Published	Accepted
1.	Books			
2.	Chapters			
3.	Refereed Journals <sup>#</sup>	National (Total/SCI)		
		International (Total/SCI)		
4.	Presentations <sup>#</sup> (Proceedings)	National		
		International		

**# Attach a separate sheet with the list of all publications / presentations classified as National/ International alongwith science citation index (SCI) for the total career.**

ii) No. of PG dissertations / Ph.D. thesis guided:

P.G.

Ph. D.

10. Name and addresses of two professional referees (who are not related to the applicant) who are in a position to testify from their personal knowledge as to the fitness of the applicant for the post applied for:

i) Name : \_\_\_\_\_  
Status : \_\_\_\_\_  
Address : \_\_\_\_\_  
\_\_\_\_\_

E-mail and Phone : \_\_\_\_\_ Mobile \_\_\_\_\_

ii) Name : \_\_\_\_\_  
Status : \_\_\_\_\_  
Address : \_\_\_\_\_  
\_\_\_\_\_

E-mail and Phone : \_\_\_\_\_ Mobile \_\_\_\_\_

11. Any other information relevant to the Post applied for, such as:

i) Membership/Fellowship and position of responsibility in Professional Societies:

ii) Attainment in sports and extra-curricular activities

a)

b)

c)

12. List of Copy of Documents attached

(a) .....

(b).....

(c).....

(d).....

(e)

## **Declaration**

I do hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in case of any particular or information furnished by me is found false/incorrect/incomplete or ineligible, my candidature is liable to be rejected or cancelled and even after appointment it is found false or incorrect, my services are liable to be terminated without any notice.

Signature of the applicant

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**N.B.: Every application must be accompanied by photo copies of documents in support of claims made by the candidate in respect of date of birth, academic qualifications, practical training, experience, caste, projects, publications, consultancy etc.**

## **Certificate to be recorded by the employer while forwarding the application**

Certified that the above particulars filled by Sh./ Smt. \_\_\_\_\_ Designation \_\_\_\_\_ have been verified and found correct. The date of his/ her appointment in the present substantive grade of \_\_\_\_\_ is \_\_\_\_\_. It is also certified that no vigilance case is pending or contemplated against him/her. Attested copies of his/ her ACRs for the last 5 years are enclosed. Certified that no major/ minor penalties were imposed on the Officer during the last ten years of his/ her service. In case the officer is selected he/ she will be relieved within 15 days of receiving the intimation.

**Signature of the employing  
Authority with stamp & date**

# Haryana Vishwakarma Skill University

Advt. No. HVSU/17/Estt./005

## Summary Sheet For Contractual / Deputation Teaching / Non Teaching

(To be written legibly or typed neatly)

<b>Name: Mr./Ms.</b>		<b>Date of Birth:</b>		
<b>Category: (SC/ST/OBC/UR):</b>		<b>PwD: Yes / No</b>		
<b>Department:</b>		<b>Discipline:</b>		
<b>Qualifications:</b>	<b>Degree (Specialization)</b>	<b>Division/CGPA</b>	<b>Year</b>	<b>University</b>
UG				
PG				
PhD				
Others				
<b>Total Experience: Year</b>		<b>Post Ph.D. Experience: Year</b>		
<i>Teaching</i>				
<b>Position</b>	<b>Basic Pay</b>	<b>AGP</b>	<b>From</b>	<b>To</b>
<i>Industry:</i>				
<i>Research:</i>				

Present Employer (if applicable) and Basic Pay & AGP:

**For Teaching Faculty only**

No. of Publications	National	International	Total/SCI
Journal Papers			
Papers in Conference Proceedings			
Books			
Chapters in Books			
Patents			
Ph.D. thesis Guided			
Research			
Awards/ Distinctions, if any:			

Place:

**Signature of the Applicant**

Date:



**RESEARCH AND ACADEMIC CONTRIBUTIONS** (Applicable to *Professors only*)

Information relating to Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) as per UGC required for the direct recruitment of and Professor (API 400 points).

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

S.N.	APIs	Engineering/Sciences	Humanities/Library/ Physical Education/ Management	Max. Points for University & College		
				Teacher Position		
				API Score Allotted	Self App. Score^	Verified API Score#
III A	Research*/Review Papers published in	Refereed & Indexed Journals with impact factor above 5	Refereed & Indexed Journals with impact factor above 5	40/publication		
		Refereed & Indexed Journals with impact factor above 2-5	Refereed & Indexed Journals with impact factor 2-5	30/publication		
		Refereed & Indexed Journals with impact factor above 1-2	Refereed & Indexed Journals with impact factor 1-2	25/publication		

		Refereed & Indexed Journals	Refereed & Indexed Journals	20/publication		
		Refereed Journals	Refereed Journals	15/publication		
		Non-refereed but recognised and reputable journals & periodicals, having ISBN/ISSN No.	Non-refereed but recognized & reputable journals & periodicals having ISBN/ISSN no.	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		
III B	Research Publications (Books, chapters in books, other than refereed journal articles	Text or Reference Books Published by International Publishers with an established peer review system	Text or Reference books Published by International Publishers with an established peer review system	50/sole author (book) & 10/chapter in an edited book		
		Subjects Books by National Level Publishers/State and Central Govt. Publications with ISBN/ISSN No.	Subjects Books by National Level Publishers/State & Central Govt. Publications with ISBN/ISSN No.	25/sole author (book) & 5/chapter in an edited book		
		Subject Books by other local publishers with ISBN/ISSN No.	Subject Books by other local publishers with ISBN/ISSN No.	15/sole author (book) & 10/chapter in an edited book		
		Chapters contributed to edited knowledge based	Chapters contributed to edited Knowledge based	10/chapter		

		volumes published by International Publishers	volumes published by International Publishers			
		Chapters in knowledge based volumes by Indian/National Level publishers with ISBN/ISSN No.(s) and with No.(s) of National and International directories	Chapters in knowledge based volumes by Indian/National Level Publishers with ISBN/ISSN No.(s) & with No.(s) of National & International directories	5/chapter		
III C	<b>RESEARCH PROJECTS</b>					
III C (i)	Sponsored Projects carried out/ongoing	Major Projects amount mobilized with grants above Rs. 30.0 Lakhs	Major Projects amount mobilized with grants above Rs. 5.0 Lakhs	20 per each project		
		Major Projects amount mobilized with grants above Rs. 5.0 Lakhs up to Rs. 30.00 Lakhs	Major Projects amount mobilized with grants minimum of Rs. 3.0 Lakhs up to Rs. 5.00 Lakhs	15 per each project		
		Minor Projects amount mobilized with grants above Rs. 50.000 upto Rs. 5 Lakhs	Minor Projects amount mobilized with grants above Rs. 25, 000 upto 3 Lakhs	10 per each project		
III C (ii)	Consultancy Projects carried out/ongoing	Amount mobilized above Rs. 10.00 Lakhs	Amount mobilized above Rs. 2.00 Lakhs	10 per project		
		Amount mobilized with grants Rs. 5.0 Lakhs – Rs. 10.00	Amount mobilized between Rs. 10,000 and Rs. 1.00 Lakhs	7 per project		

		Lakhs				
		Amount mobilized between Rs, 10,000/- and Rs. 5.00 Lakhs	Amount mobilized between Rs. 10,000 and Rs. 1.00 Lakhs	5 per project per year		
III C (iii)	Completed projects	Completed project Report (Acceptance from funding agency)	Completed Project Report (Acceptance from funding agency)	20/each major project & 10/each minor project		
III C (iv)	Projects Outcome/Output	Patent/Technology transfer/Product/Process	Major Policy document of Govt. Bodies at Central and State Government Level	30/each national level output or patent & 50/each for international level		
III D	<b>RESEARCH GUIDANCE</b>					
III D(i)	Master Degree (with dissertation or Project Work)	Degree awarded	Degree Awarded	3/each candidate		
III D(ii)	Ph. D	Degree awarded	Degree awarded	10/each candidate		
		i)Thesis submitted	i) Thesis submitted	7/each candidate		
III E	<b>TRAINING COURSES AND CONFERENCE/SEMINAR/SYMPOSIUM/WORKSHOP PAPERS</b>					
III E(i)	STP, Refresher**, QIP, Orientation Courses, Workshop+, Training, Teaching –Learning	(a) Not less than 2 weeks duration. (b) One week duration.	(a) Not less than 2 weeks duration. (b) One week duration	20/each 10/each		

	Evaluation Programme, development FDP.(30 max)	Tech. Soft Skills prog.					
III E (ii)	Papers in Conferences/Seminars/Symposia/workshops** * etc.	Participation and Presentation of research papers(oral/poster) in	Participation and Presentation of research papers(oral/poster)in				
			a) International	a) International	10/each		
			b) National	b) National	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		
III E (iii)	Invited lectures/presentations for conferences/symposia	a)International b)National	a)International b)National	10/each 5/each			
			<b>Total Score</b>				
			<b>Minimum API Score Required under Category-III</b>				

***For the Post of professor consolidated minimum API Score requirement is 400 Points***

^To be filled by the candidate # To be Verified by screening committee

**Note:**

In case of joint publications:

- a) \*If research supervisor/mentor/principal investigator/co-principal investigator and project fellow/research scholar(s) (Ph.D, M.Tech. and M. Phil. etc) make publication, each will get full points, provided the contents of research paper should be a part of Thesis/ dissertation/ Project report.
- b) In case of joint publication other than (a) above, marks (as specified against each category in the table above) shall be equally divided among all the authors.
- c) \*\*In case of the Teacher who has attended total 56 days (8 weeks) courses( AICTE, UGC, TEQIP, QIP, DST, DBT, MHRD, University or any other government funded /sponsored), 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
- d) \*\*\*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)).
- e) Documentary proofs are required for claiming API score claimed.

**ACADEMIC PERFORMANCE INDICATORS (APIs) OF Dy. LIBRARIAN & LIBRARIAN AT HARYANA  
VISHWAKARMA SKILL UNIVERSITY**

**Self-Assessment for the Performance Based Appraisal System (PBAS) for Academic Performance Index (API) as  
per UGC 2016 Regulations, [4<sup>th</sup> Amendment]**

**PART A: ACADEMIC PERFORMANCE INDICATORS**

(Please read detailed instructions of this PBAS Performa before filling out this section)

**CATEGORY: I. Procurement, organization, and delivery of knowledge and information through  
Library Services**

Nature of Activity	University Assistant Librarian		Deputy Librarian		Librarian	
	Max. Score	Actual Score	Max. Score	Actual Score	Max. Score	Actual Score
<p>a) Library resources organization and maintenance of books, journals, reports; Provision of library reader- services, literature retrieval services to researchers and analysis of reports; Provision of assistance to the departments of University/College with the required inputs for preparing reports, manuals and related documents; Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters, etc. (40 Points)</p> <p>Development, organization and management of e-resources including their accessibility over Intranet / Internet, digitization of library resources, e-delivery of information, etc (15 Points)</p> <p>User awareness and instruction programmes (Orientation lectures, users' training in the use of library services as e-resources, OPAC; knowledge resources user promotion programmes like organizing book exhibitions, other interactive latest learning resources, etc.</p>	70	Actual hours spent per academic year ÷ 20	60	Actual hours spent per academic year ÷ 20	55	Actual hours spent per academic year ÷ 20

(15 Points)						
b) ICT and other new technologies' application for upgradation of library services such as automation of catalogue, learning resources procurement functions, circulation operations including membership records, serial subscription system, reference and information services, library security technology based methods such as RFID, CCTV), development of library management tools (software), Intranet management	15	Actual hours spent per academic year ÷ 10	15	Actual hours spent per academic year ÷ 10	15	Actual hours spent per academic year ÷ 10
c).Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms	15	Actual hours spent per academic year ÷ 10	15	Actual hours spent per academic year ÷ 10	10	Actual hours spent per academic year ÷ 10

**FOR THE POST LIBRAR**  
**OF : IAN**

Category	Nature of Activity	Librarian		Self-Assessed	Score verified  by the Screening
		Max.	Actual score	Score	



		Score			Committee
	a)				
	b)				
	c)				

**FOR THE POST  
OF : Dy.  
LIBRARIAN**

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Category	Nature of Activity	Dy. Librarian		Self-Assessed Score	Score verified by the Screening Committee
		Max. Score	Actual score		
	b)				
	b)				
	c)				

**CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES**

The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian / College Librarian to higher grades and selection committee for the promotion of Assistant Librarian to Deputy Librarian and for direct recruitment of Deputy Librarian and Librarian.

<b>Category</b>	<b>Nature of Activity</b>	<b>Maximum API Score</b>	<b>Actual Score</b>	<b>Self Assessed Score</b>	<b>Score verified by the Screening Committee</b>
a.	Student related co-curricular, extension and field based activities (such Cultural exchange and library service programmes (various level of extramural and intramural programmes); extension, library-literary work thorough different channels.	15	Actual hours spent per Academic Year  ÷ 10		
b.	Contribution to corporate life and management of the library units and institutions through participation in library and administrative committees and responsibilities.	15	Actual hours spent per Academic Year  ÷ 10		
c.	Professional Development activities (such as participation in seminars, conferences, short term, e-library training courses, workshops and events, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below)	15	Actual hours spent per Academic Year  ÷ 10		





		Authorship	ISSN/ISBN No.	Peer Reviewed	authors and date of publication	you are the main author	Assesse d API Score	verified by the Screening Committee

**(C) RESEARCH PROJECTS**

**(i) Sponsored Projects**

**(a) Major Projects / Minor Projects**

S.N.	Title	Agency	Period	Grant/ Amount Mobilized (Rs Lakhs)	Self Assessed API Score	Score verified by the Screening Committee

**(b) Consultancy Projects**

S.N.	Title	Agency	Period	Grant/ Amount Mobilized (Rs. Lakhs)	Whether Policy Documents/Paten t as outcome	Self Assessed API Score	Score verified by the Screening Committee

**(c) Projects Outcome/Outputs**

S.N.	Title	Agency	Period	Grant/ Amount Mobilized (Rs. Lakhs)	Whether Policy Documents/Patent as outcome	Self Assessed API Score	Score verified by the Screening Committee

**(D) RESEARCH GUIDANCE**

S.No.	Number Enrolled	Thesis Submitted	Degree Awarded	Self Assessed API Score	Score verified by the Screening Committee
M. Phil.					
Ph.D.					

**(E) AWARDS, FELLOWSHIPS AND INVITED LECTURERS DELIVERED / PAPERS PRESENTED IN**

**CONFERENCES/SEMINARS**

**(E) (i) Awards/ Fellowships**

**(a) International Award/Fellowship from Academic Bodies/ Associations**

S.No.	Title of Award	Date(s) of the event	Organized by	Self Assessed API Score	Score verified by the Screening Committee

**(b) National Award/Fellowship from Academic Bodies/**

**Associations**

S.No	Title of Award	Date(s) of the event	Organized by	Self Assessed API Score	Score verified by the Screening Committee

**(c) State/University Level Award / Fellowship from Academic Bodies/ Associations**

S.No	Title of Award	Date(s) of the event	Organized by	Self Assessed API Score	Score verified by the Screening Committee

**(F) (ii) Invited Lectures /Papers presented**

S. No.	Title of Lecture/Academic Session	Title of Conference /Seminar etc.	Date(s) of the event	Organized by	Whether International/National/State/University Level	Self Assessed API Score	Score verified by the Screening Committee
(a)	International						
(b)	National						
(c)	State/University Level						


\* The score under this category shall be restricted to 20% of the minimum fixed for Category III for any assessment period.

**(G)(iii) DEVELOPMENT OF E- DELIVERY PROCESS/MATERIAL:**

S.No.	Details	Authorized/Sponsored by	Self Assessed API Score	Score verified by the Screening Committee

**Summary of the Scores Claimed:**

CATEGORY	CRITERIA	API CLAIMED
1	LIBRARY RESOURCE ORGANISATION, PROCUREMENT, etc.	
1	ICT AND NEW TECHNOLOGIES	
1	ADDITIONAL SERVICES	
<b>TOTAL SCORE OF CATEGORY - I</b>		
2	STUDENT RELATED CO-CURRICULAR ACTIVITIES	
2	CORPORATE LIFE AND MANAGEMENT	
2	PROFESSIONAL DEVELOPMENT ACTIVITIES	



<b>TOTAL SCORE OF CATEGORY - II</b>		
<b>3(A)</b>	<b>RESEARCH PUBLICATION IN JOURNALS</b>	
<b>3(B)</b>	<b>BOOK PUBLICATION OR CHAPTER IN BOOK</b>	
<b>3(C)</b>	<b>RESEARCH PROJECTS</b>	
<b>3(D)</b>	<b>RESEARCH GUIDANCE</b>	
<b>3(E)</b>	<b>AWARDS, FELLOWSHIP, PAPER , LECTURES, DEVELOPMENT OF E- LEARNING MATERIAL</b>	
<b>TOTAL SCORE OF CATEGORY - III</b>		

**OTHER RELEVANT INFORMATION**

Please give details of any other credential, significant contributions, awards received etc.

not mentioned earlier.

S.N.	Details (Mention Year, Value etc. where relevant)

LIST OF ENCLOSURES: (Please attach copies of certificates, sanction orders, papers etc. wherever necessary)

- |    |    |
|----|----|
| 1. | 6. |
| 2. | 7. |
| 3. | 8. |
| 4. | 9. |
| 5. | 10 |

**I certify that the information provided is correct as per records available and/or documents enclosed along with the duly filled PBAS Format**

**Signature of the Candidate**

### BRIEF EXPLANATIONS OF CATEGORY III

Category	Activity	University/College Librarians	Maximum Score *
III (A)	Research Publications in	Only publications made in Journals in Web of Science as per Thomson Reuters list i.e., Science Citation Index®, Science Citation Index Expanded™, Social Sciences Citation Index® and Arts & Humanities Citation Index®, and SCOPUS, shall be accepted for the purpose of direct recruitment and promotion.	<b>25 per Publication</b>
III (B)	Publications other than journal articles (books, chapters in books)	Text/Reference, Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website.	<b>30 per Book for Single Author</b>
		Subject Books, published by National Level publishers, with ISBN/ISSN number or State/Central Govt. Publications as approved by the University and posted on its website.	<b>20 per Book for Single Author</b>
		Subject Books, published by Other local publishers, with ISBN/ISSN number as approved by the University and posted on its Website.	<b>15 per Book for Single Author</b>
		Chapters in Books, published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its Website. The List will be intimated to UGC.	<b>International 10 per Chapter National- 5 per Chapter</b>
III (C)	RESEARCH PROJECTS		
III (C) (i)	Sponsored Projects	(a) Major Projects with grants above Rs. 5 lakhs	<b>20 per Project</b>
		(a) Major Projects with grants above Rs. 3 lakhs up to Rs. 5 lakhs	<b>15 per Project</b>
		(c) Major Projects with grants above Rs. 1 lakhs up to Rs. 3 lakhs	<b>10 per Project</b>
III (C) (ii)	Consultancy Projects	Amount mobilized with a minimum of Rs. 02 lakhs	<b>10 for every Rs. 2 lakhs</b>
III (C) (iii)	Projects Outcome/Outputs	Major Policy document prepared for International bodies like WHO/UNO/UNESCO/UNICEF etc. Central/State Govt./Local Bodies	<b>Major policy document of International bodies – 30 Central Government-20, State Govt.-10 Local bodies-5</b>

III (D)	RESEARCH GUIDANCE		
III (D) (i)	M.Phil.	Degree awarded	<b>5 per candidate</b>
III (D) (ii)	Ph.D.	Degree awarded/ Thesis submitted	<b>15/10 per candidate</b>
III (E)	Fellowships, Awards and Invited Lecturers delivered / Papers presented in Conferences/Seminars		
III (E) (i)	Fellowship/Awards	International Award/Fellowship from Academic Bodies/Associations	<b>15 per Award / 15 per fellowship</b>
		National Award/Fellowship from Academic Bodies/Associations	<b>10 per Award / 10 per fellowship</b>
		State/University Level Award/fellowship from Academic Bodies/Associations	<b>5 per Award</b>
III (E) (ii)	Invited Lectures/Papers	International	<b>7 per lecture/ 5 per paper presented</b>
		National Level	<b>5 per lecture/ 3 per paper presented</b>
		State/University Level	<b>3 per lecture/ 2 per paper presented</b>
III (E) (iii)	Development of e-learning delivery process/material		<b>10 per module</b>

The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period

\* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows:

- (i) paper with impact factor less than 1 - by 5 points;
- (ii) papers with impact factor between 1 and 2 by 10 points;
- (iii) papers with impact factor between 2 and 5 by 15 points;
- (iv) papers with impact factor between 5 and 10 by 20 points;
- (v) papers with impact factor above 10 by 25 points.

The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.