

**DR. BABASAHEB AMBEDKAR OPEN UNIVERSITY, AHMEDABAD**

(Established by the Government of Gujarat)

'Jyotirmay Parisar', Opp. Shri Balaji Temple, S. G. Highway, Chharodi, Ahmedabad-382 481 website : www.baou.edu.in

I/c. Registrar Dr. Babasaheb Ambedkar Open University, Ahmedabad invites application in the prescribed form for the following posts to be filled up in accordance with the approval of the Government of Gujarat, education Department's Letter No. AOU/1212/1006Kh, Dt.28/02/2013 In prescribed application form for following posts in Hard Copy Dt.23/08/2016

Note: It is printed 37400-69000 in Registrar's pay band in advertisement instead of this it should be read 37400-67000

Sr.No	Name of Post		Number of posts	Pay Band	AGP / GP	Category
1	Registrar	1	1	37400-67000/-	10000/-	GEN
2	Assistant Professor					
	2.1	Education Preferred Specialization: Special Education	1	15600-39100	6000/-	GEN
	2.2	Management Preferred Specialization: Finance Management	1	15600-39100	6000/-	GEN
	2.3	Hindi	1	15600-39100	6000/-	GEN FEMALE
	2.4	History	1	15600-39100	6000/-	SEBC

[For application form, Instructions for applicants, see our website : www.baou.edu.in]

Note : The submission of application in Hard Paper Copy on Dt.23/08/2016 before the specified date of mandatory.

Minimum Qualifications:-

1. Registrar

A. Essential :

- (1) A Master degree with at least 55% of marks or its equivalent grade.
- (2) At least 15 year's 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,

OR

Comparable experience in research establishment and/or other institutions of higher education,

OR

15 years of administrative experience, of which 8 years should be as Deputy Registrar or an equivalent post,

B. Preferable :

- (1) Working knowledge of Gujarati Language.
- (2) Experience of working in the Open Distance Learning System.
- (3) Basic skill and knowledge of Computer.

2. Assistant Professor

2.1 Assistant Professor (Education)

A. Essential :

- (1) A Master's Degree in Science / Humanities / Arts with 50% marks (or an equivalent grade in a point scale wherever grading system is followed);
- (2) M. Ed. With at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed);
- (3) Besides fulfilling the above qualification the candidate should have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.

OR

- (1) M. A. in Education with 55% marks (or an equivalent grade in a point scale wherever grading system is followed);

- (2) B. Ed. with at least 55% (marks or an equivalent grade in a point scale wherever grading system is followed);
- (3) Besides fulfilling the above qualification the candidate should have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.

OR

2.1 Assistant Professor (Special Education)

A. Essential :

- (1) Masters Degree in any subject area with not less than 50% of marks.
- (2) M.Ed. Degree in the specific disability area with not less than 55% of marks or an equivalent grade of B in 7 point scale or an equivalent degree from a foreign university recognized by RCI. (VI / HI / MR) (દ્રષ્ટિહીન, મૂકબધિર, મંદબુદ્ધિ શિખવાની / અસમર્થતા અને શારીરિક અક્ષમ્યતાના વિષય નિષ્ણાંતો)
- (3) Registration with RCI.

B. Preferable :-

- (1) Special Education.
- (2) Working knowledge of Gujarati Language.
- (3) Experience of working in the Open Distance Learning System.
- (4) Basic skill and knowledge of Computer.

C. Desirable :

- (1) Ph.D. / M.Phil. in Education with research emphasis on special education.
- (2) Experience for a period of a least 3 years as teacher in the area of specific disability or 3 years of teaching experience at the diploma level.

Note : It is mandatory that the faculty considered for appointment for Special Education & Rehabilitation at BAOU is registered with the RCI.

2.2 Assistant Professor (Management)

A. Essential:

- (1) First Class Masters Degree in Business Management / Administration / in a relevant management related discipline or first class in two year full time PGDM declared equivalent by AIU / accredited by the AICTE / UGC;
- (2) Besides fulfilling the above qualification the candidate should have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.

B. Preferable :-

- (1) For Management – Financial Management.
- (2) Working knowledge of Gujarati Language.
- (3) Experience of working in the Open Distance Learning System.
- (4) Basic skill and knowledge of Computer.

C. Desirable:

- (1) Teaching, research, industrial and / or professional experience in a reputed organization;
- (2) Papers presented at Conferences and / or published in refereed journals.

2.3 & 4 Assistant Professor (Hindi, History)

A. Essential :

- (1) Good academic record with at least 55% marks or an equivalent grade at Master's level in relevant subject from an Indian recognized University.

(N.B. Good academic record means 55% marks or an equivalent grade at master's degree level as well as at bachelor's degree level. However 55% OR equivalent grade at bachelor's degree level shall not be the mandatory requirement for the candidate who is already within and fulfilling selection criteria of concerned University / UGC at similar position.)

- (2) Besides fulfilling the above qualification the candidate should have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.

B. Preferable :-

- (1) Working knowledge of Gujarati Language.
- (2) Experience of working in the Open Distance Learning System.
- (3) Basic skill and knowledge of Computer.

Relaxation in qualifications:- (Assistant Professor)

1. The candidates who are or have been awarded a Ph.D. Degree in accordance with the UGC (Minimum Standard and Procedure for Award of Ph.D. Degree) Regulation, 2009 shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for which, in notification of Ph.D. it should have clearly mentioned that the candidate has been awarded Ph.D. with UGC (Minimum Standard and Procedure for Award of Ph.D. Degree) Regulation, 2009.

In case the notification for Ph.D. does not mention the stipulation as above, the candidate shall have to submit a certificate duly signed by the Registrar of the University with regard to the Ph.D. being in accordance with the UGC (Minimum Standard and Procedure for Award of Ph.D. Degree) Regulation, 2009.
2. NET/SLET/SET shall not be required for such Master Programmes in disciplines for which NET/SLET/SET is not conducted.
3. A relaxation of 5% may be provided, from 55% to 50% of the marks to the Ph.D. Degree holders, who have obtained their Master's Degree prior to 19th September, 1991.
4. A relaxation of 5% at the graduate and master's level for the candidates belonging to SC/ST/differently-abled categories. The eligibility of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks excluding grace marks if any.

Ahmedabad

Dt.

I/c. Registrar

DR. BABASAHEB AMBEDKAR OPEN UNIVERSITY, AHMEDABAD



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Sr. No	Name of Post	Number of posts	Fixed Pay for five years* Rs.	Maximum Age as on 23-08-2016
01	PA cum Steno to VC	1	Rs. 10,000/-	35
02	Office Suprintendent	1	Rs. 10,000/-	35
03	Steno Grade II (Gujarati)	1	Rs. 9,400/-	35
04	Supervisor Civil	1	Rs. 5,300/-	30
05	Senior Clerk	3	Rs. 5,300/-	35

* As per resolution of Finance Department Govt. of Gujarat dated 29/04/2010 & 06/10/2011

(Applicants who have applied earlier need to apply but need not to pay the application fees.)

1.0 Minimum Qualifications :

(1) PA cum Steno to VC

- (1) Bachelor's degree of a recognized University with 120 w.p.m. in English shorthand and 60 w.p.m. in English Typewriting of G.C.C. Examination.

OR

- (1) Bachelor's degree of a recognized University with 100 w.p.m. in Gujarati shorthand and 40 w.p.m. in Gujarati Typewriting of G.C.C. examination.
(2) At least 8 years' experience in secretarial / administrative work including at least 5 years as Steno Gr-II / P.A. / P.S. in the University / Government Organisation / Public Sector Undertaking.

Preference :

- (1) The candidate who can work in the both languages English as well as Gujarati will be preferred.
(2) The candidate who have experience of working on computer will be preferred.

(2) Office Superintendent

A. Essential :-

- (i) Bachelor's degree of a recognized University with at least 5 years' experience of University administration as a Head Clerk / Senior Clerk.
- (ii) Basic skill and knowledge of Computer.
- (iii) Working knowledge of Gujarati Language.

(3) Steno Grade II (Guj.)

A. Essential :-

10 + 2 with 100 w.p.m. in English stenography and 40 w.p.m. in English Typewriting and / or speed of 80 w.p.m. in Gujarati stenography and 35 w.p.m. in Gujarati Typewriting of G.C.C. Examination.

Preference :

- (1) The candidate who can work in the both languages English as well as Gujarati will be preferred.
- (2) The candidate who have experience of working on computer will be preferred.

(4) Supervisor (Civil)

- (1) Diploma in Civil Engineering with minimum five years experience in Government department / Public Sector Undertaking / Institute / Construction and maintenance works.
- (2) Working knowledge of computer.

(5) Senior Clerk

- (1) Bachelor's degree of a recognized University with at least seven years experience of University administration at least as Junior Clerk.
- (2) Working knowledge of computer.

2.0 Last Date of Application :- The application form duly completed in all respect along with necessary enclosures should reach to The Registrar, Dr.Babasaheb Ambedkar Open University, 'Jyotirmay Parisar', Opp. Shri Balaji Temple, S. G. Highway, Chharodi, Ahmedabad- 382 481 before dated

3.0 Relaxations:-

- (1) Relaxation in age limit to the candidates belonging to SC, ST, OBC, FEMALE, differently abled, categories and Ex-armyman will be as per State Government norms.
- (2) Relaxation in age limit equal to the experience in the Dr. Babasaheb Ambedkar Open University will be provided to the candidates who is working in the University.

4.0 Application Form Fee:-

Rs. 250/- for SC, ST & Differently abled candidates. Rs.500/- for other candidate. **Payment by Only DD**

5.0 Others :

- (1) The University shall have right of deciding the method of selection and it shall be binding to all eligible applicants.
- (2) Candidate has to provide submit the Hard Paper Copy along-with the necessary enclosures to the University.
- (3) The candidate have to be submit his application through proper channel.

Date :21/07/2016

I/c Registrar