

સરદાર વલ્લભભાઈ પટેલ કેમ્પસ, ગોરીશંકર લેઈક રોડ, ભાવનગર–૩૬૪૦૦૧.(ગુજરાત) ફોનઃ (જનરલ) ૨૪૩૦૦૦૨–*૬–૭*/૨૫૧૧૫*૬૫/૬૬* કુલપતિ : (ઓ) ૨૪૨૬૫૧૯ (ઘર) ૨૪૨૯૦૮*૬* કુલસચિવ : (ઓ) ૨૪૨૮૦૧૪ ફેકસ : (૦૨૭૮) ૨૪૨૬૭૦૬, ૨૫૧૩૯૪૩ ઈમેઈલ : <u>registrar@mkbhavuni.edu.in</u> વેબ સાઈટ : www.mkbhavuni.edu.in

QUALIFICATION - GENERAL

A minimum of 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed) at the Master's level shall be the essential qualification for direct recruitment of teachers and other equivalent cadres at any level.

A relaxation of 5% shall be allowed at the Bachelor's as well as at the Master's level for the candidates belonging to Scheduled Caste/Scheduled Tribe/Other Backward Classes (OBC)(Non-creamy Layer)/Differently- abled ((a) Blindness and low vision; (b) Deaf and Hard of Hearing; (c) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid-attack victims and muscular dystrophy; (d) Autism, intellectual disability, specific learning disability and mental illness; (e) Multiple disabilities from amongst persons under (a) to (d) including deaf-blindness) for the purpose of eligibility and assessing good academic record for direct recruitment. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever the grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based only on the qualifying marks without including any grace mark procedure.

A relaxation of 5% shall be provided, (from 55% to 50% of the marks) to the Ph.D. Degree holders who have obtained their Master's Degree prior to19 September, 1991.

A relevant grade which is regarded as equivalent of 55%, wherever the grading system is followed by a recognized university, at the Master's level shall also be considered valid.



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COLLEGE PRINCIPAL

Eligibility:

i) Ph.D. degree

ii) Professor/Associate Professor with a total service/ experience of at least fifteen years of teaching/research in Universities, Colleges and other institutions of higher education.

iii) A minimum of 10 research publications in peer-reviewed or UGC-listed journals.

iv) A minimum of 110 Research Score as per Appendix II, Table 2 regulations 2018 as adopted by MKBU.

Tenure:

A College Principal shall be appointed for a period of five years, extendable for another term of five years on the basis of performance assessment by a Committee appointed by the University, constituted as per these regulations.



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CONTROLLER OF EXAMINATIONS

Essential Qualification / Eligibility:

i) Master's degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed.

ii) At least 15 years of experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the Academic Level 12 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.

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

Desirable:

i. Adequate experience in the pre-conduct and post-conduct of University examinations or other comparable examinations.

ii. Working knowledge of examination software and result automation.



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UNIVERSITY ASSISTANT LIBRARIAN

Essential Qualification / Eligibility:

i) A Master's Degree in Library Science, Information Science or Documentation Science or an equivalent professional degree, with at least 55% marks (or an equivalent grade in a point –scale, wherever the grading system is followed)

ii) A consistently good academic record, with knowledge of computerization of a library.

iii) Besides fulfilling the above qualifications, 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 or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be:

Provided that the, candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institution awarding the degree, and such 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:-

a) The Ph.D. degree of the candidate has been awarded in the regular mode

b) The Ph.D. thesis has been evaluated by at least two external examiners;

c) Open Ph.D. viva voce of the candidate has been conducted;

d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;

e) The candidate has presented at least two papers based on his/her Ph.D work in conferences/seminars sponsored /funded/supported by the UGC/ICSSR/CSIR or any similar agency.

Note: The fulfillment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.



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SYSTEM ANALYST

Essential Qualification / Eligibility:

First class M.E. / M.Tech. (Computer-Science/Technology/Engineering)/ Information Technology) / MCA/ M.Sc. (Computer Science) OR First class B.E./B. Tech. (Computer Science & Technology/ Information Technology) or equivalent with two years of relevant experience. Working knowledge of programming in modern work environment (Web based Technologies like Java, PHP, SQL Databases etc)

Desirable :

1. Certification as Network Associate/ Administrator / Professional from any reputed networking company like Cisco or equivalent certification from professional organization.

2. Experience as System Administration on Linux servers.



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ASSISTANT REGISTRAR

Essential Qualification / Eligibility :

Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed.

Desirable:

1. Five years of experience in supervisory level in Administration/ Establishment/ Finance/ Examination/ Academic of the University in Level 7 or holding analogous post.

- 2. Knowledge of Computer Applications.
- 3. Advanced Level of English language comprehension & Communication



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Selection Process

(a) The selection process for the various administrative posts include written test and interview. The details of syllabus and marks are given below. The subject related questions for the posts at S.No. 2 and 3 shall be of Undergraduate level of the concerned subject.

S.No.	Name of the Post	Syllabus & Marks
1.	Assistant Registrar/	40 Marks – Verbal Ability, Reading Comprehension and
	Examination	English Grammar
	Controller	20 Marks – Computer related questions
		20 Marks – Reasoning
		20 Marks - Interview
2.	System Analyst	80 Marks- Computer Related Questions
		(Syllabus of BE Computer)
		20 Marks- Interview
3.	Assistant	40 Marks - Verbal Ability, Reading Comprehension and
	Librarian/College	English Grammar
	Librarian	40 Marks – B.Lib. Syllabus
		20 Marks - Interview

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(b) The selection process for the post of Principal shall be as per the UGC Regulation, 2018.