



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

EMPLOYMENT NOTICE

Advertisement No.22 to 28/2020

Date: 01.12.2020

Fresh on-line Applications are invited for the following posts of Professor, Assistant Professor, Deputy Registrar, Assistant Registrar and Senior Clerk at GTU between date **03/12/2020** from 13:00 hours to **02/01/2021**. Last date for submitting the print out of an online application along with all the requisite documents is **08/01/2021** (upto 17:00 hours). The reservation for EWS, S&EBC, SC and ST is as shown against the respective advertisement.

Candidate should apply in separate application for each advertisement. The general category candidates are required to pay fee of Rs. 500/- through net banking whereas the candidates belonging to EWS, S&EBC/SC/ST/PD are required to pay fee of Rs. 250/-.

The candidate's belonging to reserved category can apply against vacancies for Unreserved/General Category and the criteria will be applicable as per unreserved category. Candidates are advised to see the details of advertisement before applying online.

PLACE: AHMEDABAD

DATE: 01.12.2020


01/12/20
Registrar



GTU SCHOOL OF ENGINEERING & TECHNOLOGY (ADVT. NO.22 to 25/2020)

Advt. No	Name of The Post	Total Posts	Out of Total Posts, Category wise No. of Posts				
			Gen	EWS	SEBC	SC	ST
22	Professor – Biotechnology engineering	01	01	--	--	--	--
23	Professor - Mechanical	01	--	--	--	--	01
24	Assistant Professor - Mechanical	01	01	--	--	--	--
25	Assistant Professor - Biotechnology engineering	01	--	--	01	--	--

Administrative post (ADVT. NO.26 to 28/2020)

26	Deputy Registrar	01	--	--	01	--	--
27	Assistant Registrar	01	01	--	--	--	--
28	Senior Clerk	01	--	--	01	--	--

- Candidate applying for more than one post need to apply separately for each post and should pay separate fees for each application.
- All approved posts & Pay scales are subject to change as may be directed by Government of Gujarat.
- For regular updates do visit career section on GTU website.
- For any query contact at recruitment2020@gtu.edu.in
- If candidate has obtain any degree from other university and grading system is followed, he/she should provide equivalency criteria for conversion of their score either in percentage or class.
- If Candidate hold foreign university's degree, they should produce AIU equivalency certificate at the time of Submission of application.
- Benefit of the reservation shall be granted to the candidate belonging to SC/ST/SEBC & EWS



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

provided that the respective certificate in respect of the reservation as well as valid Non-Creamy layer Certificate (in case of SEBC) issued by the competent authority of the State of Gujarat.

Important Note :

The Candidate selected for the post of senior clerk, shall be appointed in the Fix Pay of Rs. 19,950/-P.M. or as prescribed by State Government time to time. As per State Govt. Policy for first Five Years with prevailing terms and conditions and on completion of Five Years satisfactorily service he / she shall be posted in the regular pay bands + Grade Pay at initial stage of the concerned post.



EDUCATION QUALIFICATION AND EXPERIENCE

Advt. No. 22: Professor: Biotechnology Engineering

Qualification:

(a) Ph.D degree in relevant field and first class or equivalent at either Bachelor's or Master's level in the relevant/appropriate branch or equivalent branch.

AND

(b) Minimum of 10 years of experience in teaching/research/industry. Out of which at least 3 years shall be at a post equivalent to that of an Associate Professor.

AND

(c) At least 6 research publications at the level of Associate Professor in SCI journals/UGC/AICTE approved list of journals and at least 2 successful Ph.D guided as supervisor/Co-supervisor.

OR

At least 10 research publications at the level of Associate Professor in SCI journals/UGC/AICTE approved list of journals.

(d) Possess the basic knowledge of Computer application as prescribed by the Government of Gujarat.

Pay Band: Rs. 37400-67000/- & Grade Pay Rs. 10,000/- (Six Pay)

Advt. No. 23: Professor: Mechanical Engineering

Qualification:

(a) Ph.D degree in relevant field and first class or equivalent at either Bachelor's or Master's level in the relevant/appropriate branch or equivalent branch.

AND

(b) Minimum of 10 years of experience in teaching/research/industry. Out of which at least 3 years shall be at a post equivalent to that of an Associate Professor.

AND

(c) At least 6 research publications at the level of Associate Professor in SCI journals/UGC/AICTE approved list of journals and at least 2 successful Ph.D guided as supervisor/Co-supervisor.

OR



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

At least 10 research publications at the level of Associate Professor in SCI journals/UGC/AICTE approved list of journals.

- (d) Possess the basic knowledge of Computer application as prescribed by the Government of Gujarat.

Pay Band: Rs. 37400-67000/- & Grade Pay Rs. 10,000/- (six Pay)

Advt. No. 24: Assistant Professor: Mechanical Engineering

Qualification:

- (a) BE/B.Tech./B.S. and M.E./M.Tech./M.S. or Integrated M.Tech in relevant/appropriate or equivalent branch with first class or equivalent in any one of the degrees.
- (b) Possess the basic knowledge of Computer Application as prescribed by the Government of Gujarat.

Pay Band: Rs.15600-39100/- & Grade Pay Rs. 6000/- (Six Pay)

Advt. No. 25: Assistant Professor: Biotechnology Engineering

Qualification:

- (a) BE/B.Tech./B.S. and M.E./M.Tech./M.S. or Integrated M.Tech in relevant/appropriate or equivalent branch with first class or equivalent in any one of the degrees.
- (b) Possess the basic knowledge of Computer Application as prescribed by the Government of Gujarat.

Pay Band: Rs.15600-39100/- & Grade Pay Rs. 6000/- (Six Pay)

Advt. No. 26: Deputy Registrar

Minimum Qualification & Experience:

Master's degree with at least 55% or its equivalent grade B in the UGC seven point scale of the universities established or incorporated by or under the Central or state Act in India; or any other educational institution recognized as such or declared to be deemed as a University under section 3 of university grants Commission Act, 1956, and after obtaining educational qualification should have



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

- (a) At least 5 years administration experience on the post of Assistant Registrar of any university OR on the post of equivalent to afore said post in the Government or in board or corporation established by and act or rules.
- OR
- (b) 9 years' experience as Assistant Professor in the AGP of Rs.6000/- and above with experience in educational administration.
- OR
- (c) Comparable experience in research establishment and/or other institutions of higher education

Age: Not more than 45 Years.

Pay Band: Rs.67700 – 208700 (Seventh Pay Matrix level-11)

Relaxation:

A relaxation of 5% from 55% to 50% of marks at the Master's level for the S.C. /S.T. /SEBC/PD category.

Advt. No. 27: Assistant Registrar

Minimum Qualification:

1. Master's degree with at least 55% or its equivalent grade B in the UGC seven point scale of the universities established or incorporated by or under the Central or state Act in India; or any other educational institution recognized as such or declared to be deemed as a University under section 3 of university grants Commission Act, 1956, and after obtaining educational qualification should have
2. Basic Knowledge of computer.
3. Adequate knowledge of English and Hindi and working knowledge of Gujarati.

Experience: Minimum 5 years combined or separate experience in the field of administration or academic or finance or examination in a Government Department / Autonomous body / PSU / Statutory Body or in any recognized institution not below the rank of office superintendent Class III.

Age: Not more than 42 years.

Pay Band: Rs.53100 – 167800 (Seventh Pay Matrix level-09)



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Relaxation:

A relaxation of 5% from 55% to 50% of marks at the Master's level for the S.C. /S.T. /SEBC/PD category.

Advt. No. 28: Senior Clerk

Minimum Qualification:

- 1) Bachelor's Degree with second class **or** post Graduate degree of a recognized University in any discipline.
- 2) After obtaining the educational qualification have at least 3 years' experience for the bachelor's degree holders or 1 years' experience for the PG Degree holders related to administrative work on the post not below the rank of junior clerk or equivalent in the Government or Corporation or in Board or University or educational institution.
- 3) Basic Knowledge of Computer (Gujarati and English Typing).
- 4) Adequate knowledge of English and Hindi and working knowledge of Gujarati.

Age: Not more than 38 years.

Pay Band: Rs.25500 - 81100 (Seventh Pay Matrix level-04), candidate shall be appointed in the Fix Pay Rs. 19,950/-P.M. as per State Govt. Policy for first Five Years with prevailing terms and conditions and on completion of Five Years satisfactorily service he / she shall be posted in the regular pay bands + Grade Pay at initial stage.

PHYSICAL DISABILITY

(1) The candidates possessing the following physical disability are eligible to apply and except these disability no candidate shall be considered as eligible to apply.

Advertisement No. 22 to 25	OA/OL HH(Moderate)
---	-----------------------

OA=ONE ARM affected, OL=ONE LEG affected

HH=Hearing Impairment

Moderate: Disability 40% or above and upto 100%

(2) The disabled candidate means disability is 40% or above.



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Relaxation in Upper age limit:

1	S.E.B.C., S.C., S.T. and EWS Male candidates of Gujarat origin.	05 years, Subject to maximum 45 years.
2	Women candidates of unreserved Category.	05 years, Subject to maximum 45 years.
3	Women Candidates of Reserved Category.	10 years (including 05 years relaxation as Woman) subject to Maximum up to 45 years.
4	Physically disabled candidates.	10 (ten) years subject to his / her ability to discharge duties attached to the posts, as may be performed by any other normal persons, on the basis of production of medical certificate prescribed by GAD circular dated 01-12-2008 from the Medical Board.
5	GTU and other Universities employee of Gujarat State.	The employee working in the GTU or other university of Gujarat State shall be allowed on a uniform basis relaxation of a ,maximum period of 5 years or to the extent of equal number of year for which service has been put up by him/her, whichever is less.
6	Ex-servicemen / Officers	Length of military service+3years to be deducted in his/her actual age and he/she should be within the prescribed age limit of the concerned post.

GENERAL INFORMATION AND INSTRUCTIONS TO CANDIDATES

(1) Application

- (1) For each advertisement separate application is to be made along with the prescribed fee.
- (2) In advertisements there is no reserved post for women candidates, however women candidates can apply against the respective category post and for unreserved post if eligible to apply.

(2) Date of Birth

- (1) For the date of birth, GTU considers the School leaving certificate/S.S.C.E Board Certificate wherein date of birth is mentioned.
- (2) At subsequent stage, no change in date of birth shown in the application be permitted.



(3) Education Qualifications

- (1) Qualifications for the post of Professor, Assistant Professor and Administrative post is prescribed as in respective advertisement and also as per AICTE & State Government Notifications.
- (2) The required qualifications/experience/age shall be considered as on closing date of online application.
- (3) If a class/division is not awarded, minimum of 60% marks in aggregate shall be considered equivalent to first class/division. If a Grade Point System is adopted the CGPA will be converted into equivalent marks as below:

Grade Point	Equivalent Percentage
6.25	55%
6.75	60%
7.25	65%
7.75	70%
8.25	75%

- (4) The candidate should produce formula/method of calculation of percentage where percentage of marks is not given by the University.
- (5) Equivalence for Ph.D is based on publication of FIVE International journal papers, each journal having a cumulative impact index of not less than 2.0, with incumbent as the main author and all FIVE publications being in the author's area of specialization. Alternatively, the person should have obtained at least two patents or contributed to the increased productivity in the place of work recognized at state or national level or elected as a Fellow of any of the national academics. However, the procedure of providing equivalence shall be devised by concerned affiliating university.
- (6) Ph.D shall be from a recognized University.
- (7) The qualification of Ph.D acquired for the various level of posts directly after B.E/B.Tech. is applicable in Technical Institutions, provided degree of Ph.D awarded is in relevant discipline by a recognized University following the process of registration, course work and evaluation etc. as prescribed by UGC or has been awarded by the Institutes of national importance (i.e. IITs/IISc, NITs etc.), duly recognized by the MHRD. Further, candidate should have obtained at least first class at Bachelor's level in Engineering/Technology.



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

- (8) The MS degree shall be considered equivalent to ME/M.Tech for all purposes, provided MS degree has been acquired from the Institutes of national importance as recognized by MHRD and the basic degree should be BE/B.Tech in relevant branch.
- (9) Candidates with requisite qualifications acquired from recognized University/Institutions can only apply.
- (10) If candidate hold foreign Universities degree, he/she shall produce AIU equivalency certificate at the time of submission of application.
- (11) The candidate along with application shall submit self-certified photocopy of mark statement (All years/semesters) and Degree Certificate issued by the recognized University/Institution.
- (12) Major branches of Engineering/Technology and their relevant/appropriate branch of U.G/P.G degree in Engineering/Technology applicable as per AICTE Notification No: F.No.27/RIFD/Pay/01/2017 dtd. 28.04.2017 as amended from time to time.
- (13) Equivalency of various graduate and post graduate degree courses in Engineering or Technology for appointment to various teaching posts is prescribed by the Education Department, Govt. of Gujarat vide Resolution No: SCT/102013/616356/GH, dtd. 14.06.2016 will be applicable as provided in the resolution. As per resolution, name of Post Graduate Engineering/Technology degree (ME/M.Tech) mentioned in Column-3 is equivalent to ME/M.Tech degree as mentioned in Column-4. If a candidate is not available in the Appropriate/Respective/Basic branch then candidate of corresponding BE/B.Tech branch can be considered as mentioned in column no.5 of the resolution but such candidate must be having any one of the post graduate degree shown in column no.4 or the relevant basic branch. As such candidate possessing the qualification as prescribed in column no.4 & 5 can be eligible to apply for the respective advertisement and their application will be considered as per the above provision.(Annexure-I)
- (14) As per the existing incumbents recruited as a faculty with the basic minimum qualifications such as M.Sc (Mathematics), M.Sc (Biotechnology), M.Sc (Electronics), M.Sc (Computer Science & allied subjects), M.Sc (Physics), M.Sc (Chemistry),MCA,PGDM,AMIE/M.com and any other similar qualifications which were considered eligible at the time of recruitment or taken admission in such courses before publication of the AICTE Gazette dated 13th March 2010 are to be considered as eligible for direct recruitment in the same or other institutions, subject to fulfilment of other eligibility criteria and higher qualifications as prescribed, if any, for various teaching posts of the AICTE Notification dated 01.03.2019 as amended from time to time.



(4) Experience

- (1) The candidate should produce the experience certificate, shown in the application indicating the designation, period, appointment and relieving order and proof of grade pay. Such certificate should be signed with date by the competent authority on the letter-head of the institution. Further Experience will be validated based on the designation and appropriate salary grade pay (as per submitted last month's salary slip).
- (2) At subsequent stage no change in the detail of experience be permitted. No new experience certificate will be accepted after submission of application.
- (3) The experience gained as Part-time, Daily Wager, Apprenticeship, Trainee, Honorary and Visiting Faculty cannot be considered as experience.
- (4) Experience at diploma Institutions is also considered equivalent to experience in degree level Institutions at appropriate level and as applicable provided scale of pay, qualifications, experience and research contribution are same for the post under consideration as per the AICTE Notification dated 01.03.2019. However, qualifications as above shall be mandatory.
- (5) ***In support of research publications, the candidate should produce the approved list of SCI/UGC/AICTE journals along with screenshot of each published research paper, mentioning the date of publication failing which the application shall not be considered.***

(5) Reserved Category Candidate

- (1) The candidates belonging to Scheduled Caste, Scheduled Tribe, Socially and Educationally Backward classes and Economically Weaker sections of Gujarat origin only can get the benefit as reserved category candidate.
- (2) The candidate should show the respective category in the application.
- (3) If the candidate has not shown the reserved category in the application, then at subsequent stage, the request to consider him/her as reserved category candidate cannot be considered.
- (4) To get the benefit as reserved category, the candidate should produce a photocopy of caste certificate issued by the competent-authority. If such certificate is not submitted along with the application which cannot be accepted later on and application shall be liable to be rejected.
- (5) The candidate belonging to S&EBC should produce Valid Non-Creamy layer certificate in the prescribed form.i.e“ Parishisht-Ka” (issued in Gujarati language)as prescribed vide resolution dtd. 6-2-96 of Social Justice and Empowerment Department, Govt. of Gujarat or in the recently prescribed Parishisht-4.



- (a) Benefit of the reservation shall be granted to the candidate provide that the valid Non-Creamy layer certificate issued by the competent authority of the state of Gujarat.
- (b) The married women candidate should submit Non-creamy layer certificate obtained on the basis of the income of her parents. If such certificate obtained on the basis of the income of her husband shall not be considered and application liable to be rejected.
- (c) If the candidate attached NCLC issued in the English language i.e. Annexure-A (which is for recruitment under Government of India) shall not be considered except that the caste of the candidate included in the list of OBC of Government of India and S&EBC of Government of Gujarat.
- (6) The candidate belonging to EWS should submit certificate in Annexure Kh (English) or Parishisht-G (Gujarati) as prescribed vide Government of Gujarat, Social Justice and Empowerment Department-GR dated 25.01.2019
- (7) If the reserved category candidate selected on merit as per the standards of the unreserved category without applying any relax standards (i.e. Age, qualifying marks etc.) be considered against unreserved post.
- (8) No request for change of category be entertained at subsequent stage.

(6) Physical Disabled Candidate

- (1) The candidate having disability of 40% and above shall be considered as Physically Disabled candidate.
- (2) Only those candidate who are considered eligible to apply in the respective advertisement shall get the age relaxation.

(7)Widow Women Candidate

- (1) If candidate is widow candidate, she should write "Yes" in the respective column of the application else "Not Applicable" be mentioned.
- (2) If the widow candidate not married again and desire to get the benefit as widow candidate, then along with the application an affidavit to the effect that she is not re-married should be produced.
- (3) As per the policy of the state govt. 5% marks of the obtained marks will be added.
- (4) At the time of application, if the women candidate is not widow but later on such incidence occurred, and thereafter along with the requisite documents submitted by the candidate then the benefit as widow candidate should be available in the remaining stage of the recruitment.



SELECTION PROCESS FOR TEACHING POST

- (1) After the receipt of all the applications, the online application and submitted hard copy of application will be verified and only the hard copy application will be considered for further process of selection.
- (2) For the posts of Professor, after scrutiny of applications, if the number of candidates available for interview is more than the prescribed norms (shown in Para(13)) then the shortlisting will be done on the basis of higher experience. No correspondence will be entertained with the applicants who were not shortlisted to be called for interview. The final selection will be made on the basis of overall performance shown in the interview by the candidate. The marks of interview is 100.
- (3) For the posts of Assistant Professor, the candidates will be provisionally allowed to appear in the Phase-I preliminary examination (written) without scrutiny of their applications.
- (4) Phase-I Preliminary Examination (written) will consist of Part A & B with marks weightage as per given below (Table-I) - Total duration will be of 180 minutes.

Table-I		
Phase-I Preliminary Exam (written)		
Part-A (Paper-I)	General Studies	100 Marks
	Duration: 60 minutes	
	Medium: English	
	No. of MCQs:100	
Part-B (Paper-II)	Educational Qualification related	200 Marks
	Duration: 120 minutes	
	Medium: English	
	No. of MCQs:200	
TOTAL MARKS:300		

Note: The examination would comprise Multiple Choice Type Questions carrying 0.3 Negative marking for wrong answer or attempting more than one options or left blank (None of the options attempted/mark).

- (5) Syllabus of the Paper-I and Paper-II are uploaded along with the advertisement.
- (6) Minimum 40% marks are required to be obtained in Preliminary Examination to qualify for the personal interview (Phase-II) provided that in case of the required number of candidates to be called for interview are not available for Reserved category candidates, GTU may relax the qualifying standard up to 35% marks.
- (7) Provisional merit list will be prepared on the basis of the marks obtained in the Phase-I examination out of 300 marks.
- (8) On the basis of Phase-I merit list, applications of the number of candidate mentioned in Table-IV against the number of posts will be scrutinized for eligibility. Only eligible candidates will be considered according to merit for further Phase-II to the advertised posts of the respective category.



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

- (9) After scrutiny of the applications, in case the required number of candidates to be called for the interview (as per Table-IV) are not available, the subsequent list of the candidates based on the Phase-I exam merit list will be considered for the scrutiny of the applications.
- (10) The final list will be published for the candidates who are eligible for the personal interview as per the Phase-I merit list.
- (11) Personal Interview will be conducted for the eligible candidates as per below weightage called Phase-II (Table-II).

Table-II: Phase-II		
Phase-II	Personal Interview(Oral)	100 Marks

- (12) For the final selection following (as per Table-III) weightage criteria will be applied on the marks obtained in the Phase-I (Preliminary Exam (written)) and Phase-II Personal Interview (Oral).

Table-III		
Phase	Total Marks	Converted Total Marks for Selection
I	300	50
II	100	50
Total	400	100

Example: If the candidate has obtained 160 marks out of 300 in Preliminary Exam and 70 marks out of 100 in Personal Interview then as per the above scheme, marks obtained in Preliminary Exam will be 26.66 and marks obtained in Personal Interview will be 35 and the final marks will be 61.66.

- (13) Marks obtained out of 100 as per Table-III will be considered for the final selection.

Table-IV	
Number of Posts	Candidates to be called for Interview
01	08
02	12
03	16
04	20



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Note: If the number of candidates is not available as per norms in the relevant/appropriate branch then the application of corresponding branch will be considered to the extent of the deficiency of the number of candidates.

(14) In all posts, reservation policy will be applicable as per Government of Gujarat norms.

SELECTION PROCESS

SCHEME OF EXAMINATION

POST: Deputy Registrar:

If university decide to shortlist the candidates for the interview the scheme of examination shall be as under:-

PHASE 1: PRIMARY EXAMINATION (WRITTEN) – 200 MARKS

Duration: 120 minutes

Total Marks: 200

Medium: English

Number of Questions: 200

The examination would comprise 200 Multiple Choice Type Questions carrying 200 marks for 2 hours duration. With 1 Mark for Correct Answer and 0.3% Negative marking for wrong answer or attempting more than one options.

Sr. No.	Type of Test / Topics Covered
1)	English Grammar
2)	Computer / I.C.T. Aptitude
3)	Data Analysis & Interpretation
4)	General Awareness :- Indian Economy / Geography / Natural Resources/ Population / Government Schemes – With Special Reference to Gujarat State, Role & Functions of Various Industrial Associations of India / Gujarat (CII, ASSOCHAM, GCCI, ICC, FICCI, NASSCOM),
5)	The Constitution of India :- Preamble, Fundamental Rights and Fundamental Duties, Directive Principles of State Policy, Composition of Parliament, President of India, Governor, Judiciary, Provisions for Scheduled Castes, Scheduled Tribes and backward classes of the society, Attorney General, Panchayati Raj Institutions, Finance Commission,



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

6)	NITI Aayog - Role and Functions, Right to Citizen for Public Service Act, 2013 (RCPS Act), Right to Information Act, 2005 (RTI Act)
7)	Modern History of India with special reference to Gujarat State.
8)	Current Affairs: Regional / National / International Events related to Political / Economical / Sports / Education
9)	Professional/Technical Education: Education System in Gujarat-State Policy, Knowledge Consortium of Gujarat (KCG), Educational Problems of socially deprived classes and women, MHRD - Higher Education Institutions (IIT, NITs, IIMs, IISc, IISER, IIITMs, NITTTRs, UGC, AICTE, PCI, DEC, BCI, NCTE, INC, COA, MCI, DCI, VCI), Challenges before Higher Education, Impact of Globalization and Privatization on Indian Education, Higher Education System (Diploma, Degree, Masters, Doctorate, Vocational Education and Training (VET)), Rashtriya Uchchattar Shiksha Abhiyan (RUSA), Higher Education Ranking Agency (NBA, NAAC), Fee Regulatory Committee – Technical (FRC) - Gujarat, University Administration Systems, Professional / Technical Education as a tool of Human Resource Development, India's present status, Higher Education System and Training, Government Policy, Programs, Schemes and Challenges, Issues and efforts for solution, Propagation of Professional and Technical Education, Regulatory and Sanctioning Institutions.

PHASE 2: PERSONAL INTERVIEW (ORAL) - 100 MARKS

On the basis of merit list of Primary exam, about 15 times shortlisted candidates shall be called up for personal interview. The Score of the Primary Tests shall be used as elimination test only and it does not have any role in the final selection process.



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

SELECTION PROCESS:

The performance of the Candidate shall be evaluated on following basis for final selection:

Sr. No.	Examination Type	Component Marks	Weightage (%)	Converted Total Marks for Selection
1)	Personal Interview (Oral)	100	100%	100
Total Marks Considered for Selection Process:				100

SCHEME OF EXAMINATION

POST: ASSISTANT REGISTRAR

If university decide to shortlist the candidates for the interview the scheme of examination shall be as under:-

PHASE – 1: PRIMARY EXAMINATION (WRITTEN) – 200 MARKS

Duration: 120 minutes

Total Marks: 200

Medium: English

Number of Questions: 200

The examination would comprise 200 Multiple Choice Type Questions carrying 200 marks for 2 hours duration. With 1 Mark for Correct Answer and 0.3% Negative marking for wrong answer or attempting more than one options.

Sr. No.	Type of Test / Topics Covered
1)	English Grammar
2)	Computer / I.C.T. Aptitude , Quantitative Aptitude & Logical Reasoning Ability
3)	General Awareness :- Indian Economy / Geography / Culture & Heritage / History / Population / Public Administration/ Government Schemes – With Special Reference to Gujarat State, MHRD - Higher Education Institutions (IIT, NITs, IIMs, IISc, IISER, IIITMs, NITTRs, UGC, AICTE,



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

	PCI, DEC, BCI, NCTE, INC, COA, MCI, DCI, VCI), Higher Education Ranking Agency (NBA, NAAC), Fee Regulatory Committee –Technical (FRC) – Gujarat,
4)	Modern History of India with special reference to Gujarat State.
5)	The Constitution of India :- Preamble, Fundamental Rights and Fundamental Duties, Directive Principles of State Policy, Composition of Parliament, President of India, Governor, Judiciary, Provisions for Scheduled Castes, Scheduled Tribes and backward classes of the society, Attorney General, Panchayati Raj Institutions, Finance Commission, Constitutional and Statutory Bodies: Election Commission of India, Union Public Service Commission, State Public Service Commission, Central Vigilance Commission, Lokpal and Lokayukta, Central Information Commission,
6)	Right to Information Act, 2005 (RTI Act)
7)	Current Affairs: Regional / National / International Events related to Political / Economical / Sports / Education

PHASE 2: PERSONAL INTERVIEW (ORAL) - 100 MARKS

On the basis of merit list of Primary exam, about 15 times shortlisted candidates shall be called up for personal interview. The Score of the Primary Tests shall be used as elimination test only and it does not have any role in the final selection process.

SELECTION PROCESS:

The performance of the Candidate shall be evaluated on following basis for final selection:

Sr. No.	Examination Type	Component Marks	Weightage (%)	Converted Total Marks for Selection
1)	Personal Interview (Oral)	100	100%	100
Total Marks Considered for Selection Process:				100



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

SCHEME OF EXAMINATION

POST: SENIOR CLERK

PHASE 1: COMPETITIVE EXAMINATION (WRITTEN)

Duration: 120 minutes

Total Marks: 200

Medium: English

Number of Questions: 200

The examination would comprise 200 Multiple Choice Type Questions carrying 200 marks for 2 hours duration. With 1 Mark for Correct Answer and 0.3% Negative marking for wrong answer or attempting more than one options.

Sr. No.	Type of Test / Topics Covered
1)	English Grammar
2)	Quantitative Aptitude
3)	Reasoning Ability (Verbal / Non-Verbal)
4)	Computer / I.C.T. Aptitude
5)	General Awareness: Indian Economy / Geography / Modern History / Population / Public Administration/ The Constitution of India/ Government Schemes with Special Reference to Gujarat.
6)	University Administration (UGC / AICTE / PCI / COA)
7)	Gujarati Grammar
8)	Current Affairs: Political / Economical / Sports / Education pertaining to Regional / National / International Events

PHASE-2: COMPUTER PROFICIENCY TEST (PRACTICAL)

On the basis of merit list of competitive exam (written), about 15 times shortlisted candidates shall be called up for PHASE-2: COMPUTER PROFICIENCY TEST (PRACTICAL).

TOTAL MARKS: 100

DURATION: 90 MINUTES

Sr. No	Name of Test	Marks
1)	Computer Test (Word, Excel, PowerPoint) based on data provided	50
2)	Computer Typing (English Note)	25
3)	Computer Typing (Gujarati Note)	25
	TOTAL	100



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

SELECTION PROCESS:

The performance of the Candidate shall be evaluated on following basis for selection:

Sr. No.	Examination Type	Component Marks	Weightage (%)	Converted Total Marks for Selection
1)	Competitive Test (Written) : OBJECTIVE TYPE	200	50%	50
2)	Computer Proficiency Test : (Practical)	100	50%	50
Total Marks Considered for Selection Process:				100

The Final Merit on the basis of composite score of above two tests (Competitive and Practical), shall be considered for the final selection.

COMMON INSTRUCTIONS AND GUIDELIENS FOR CANDIDATES:

- (1) All Written Competitive / Conventional Examinations, will be based on Multiple Choice Question (MCQ) and Optical Mark Reader (OMR).
- (2) University will decide the criteria to prepare a merit list.
- (3) Each Question will consist of 1 mark for correct answer.
- (4) There will be 0.3 negative marking for each wrong answer or selecting more than one option or left blank.
- (5) Candidates who have qualified in written exam will be called for Computer Proficiency Test / Personal Interview. From total number of vacant post, about 15 (fifteen) times candidates will be called for Computer Proficiency Test/ Practical Test/ Personal Interview as declared in the scheme of examination of each post.
- (6) For the selection of various posts, separate Merit list will be prepared for each position as declared by the university in the scheme of examination for each post.
- (7) For the post of Senior Clerk, As per the state Government instruction the 5% marks of the obtained by the candidate shall be added in case of sport person who has participated at the



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

level of Inter-School tournament, Inter University tournament, State level and National Level. Such benefit only available to such games which are recognised by the State Government. The candidate shall produce the certificate in prescribed Performa issued by the competent authorities.

- (8) As per the instructions of the State Government and accepted by the university, the waiting list shall be prepared in all of the above mentioned post.
- (9) University shall update all the Applicants about the date, time, and place of examination / personal interview in due time limits through circular on its official website from time to time. Hence, all the applicants are advised to check the university website for future updates related to the recruitment process of the above mentioned positions.
- (10) Entry in the compound of the examination centre with mobile / cell phone/ tables/ laptop/ electronic gadgets etc. is strictly prohibited. If candidate who is found breaching this instruction or found to be indulging in 'unfair practises' viz. copying or misconduct during the course of the examination, using electronic gadgets or mobile phone etc. tempering with question and/or answer paper, influencing any person concerned with primary examination / written examination / test or interview will be debarred either in that examination process or for any number of years or permanently as decided by BOG.
- (11) In case of tie in the final merit list score, appropriate policy decided by the university / selection committee shall be employed. And in case of any discrepancy in the above mentioned guidelines, the decision of the university / selection committee shall be considered as final.
- (12) Mere success in the examination, shall not confirm any right to appointment and no candidate shall be appointed to the post unless the university is satisfied, after such inquiries as may be considered necessary that the candidate is suitable in all respects for appointment to the post.



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

PROCEDURE FOR CONCERNED CANDIDATE, TO KNOW THE MARKS OBTAINED IN THE PRIMARY EXAMINATION /WRITTEN TEST/ TEST CONDUCTED BY THE GTU.

1. Candidate must apply with the requisite fees to Public Information Officer, GTU.
2. Such candidate can apply only for his/her own marks.
3. Marks obtained in Primary Examination /Written Test/ Test shall be given after declaration of the final result.
4. In view of the provisions of section 8 (j) of the Right to Information Act-2005, marks obtained by any other candidate cannot be supplied to the third party / candidate.
5. Result of the successful candidates will be published on the website of the GTU.

IMPORTANT INSTRUCTIONS

- (1) The applicant must ensure that he/she fulfill the eligibility criteria for the post.
- (2) The prescribed qualifications and experience are minimum and the mere fact that a candidate possesses the same does not entitle him/her for being called for Interview.
- (3) For all the mentioned posts, the norms of AICTE, State Government and University will be applicable from time to time.
- (4) Candidates called for written test/interview shall have to appear at their own cost.
- (5) Applicant must produce original testimonials, certificates and other documents at the time of interview, if called.
- (6) The University shall verify the antecedents and documents submitted by a candidate at any time, at the time of appointment or during the tenure of service. In case if it is detected that the documents submitted by the candidate are fake or the candidate has undesirable clandestine antecedents/background and has suppressed the said information, his/her services shall be liable to be terminated.
- (7) In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issuance of appointment letter, and/or after appointment, the University reserves the right to modify/withdraw/cancel any communication made to the candidate.
- (8) The University reserves the right to fill or not to fill any or all posts.
- (9) Canvassing in any form on behalf of or by any candidate will disqualify him/her from being considered.
- (10) If any additional information is to be given, the information in separate sheet should be provided.
- (11) For regular updates do visit career section on GTU website.
- (12) For any query contact at recruitment2020@gtu.edu.in .



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

- (13) All correspondence with the candidate will be done through e-mail id as provided by the candidate in application form only.

FILLING UP AND MAILING THE APPLICATION FORM

1. Visit the University website <http://www.gtu.ac.in/Recruitment.aspx>
2. Online Application Login *Click to Open*
3. Once the online application form is completely filled, submit it and get printout of the same and send it along with two photographs, self-attested copies of necessary certificates including in support of the evidence of Age, Educational Qualifications, Caste, Physical Disability, Experience, all supporting documents related to Academic Performance Indicators (if applicable), endorsement from the current employer (if applicable) and E-mail printout of fees paid etc. with the applications, and only through Speed post/Registered Post to **The Registrar, Establishment Section, Gujarat Technological University, Nr. Vishwakarma Government Engineering College, Visat Three Roads, Sabarmati- Koba Highway Chandkheda, Ahmedabad – 382 424**. It should reach on or before last date (**i.e. 08.01.2021**) up to **17:00 hours** as prescribed for receiving the application. Applications received after the last date will stand rejected automatically.
4. Applicants are advised to submit **their application by clearly mentioning the name of applied post on the top of sealed envelope** and well in advance without waiting for the last date to avoid postal delay or any other unforeseen problems. The University will not be responsible for any postal delay at any stage.
5. Documentary proofs of experiences, academic qualifications and Research Publications indicated in the application should invariably be sent along with the application, failing to which it will be considered that you do not possess the same and the application shall be treated as incomplete and will be rejected.
6. Fees once paid shall not be refunded in any circumstances.
7. Before filling / submitting the application form you are advised to go through the qualifications/Experience mandatory for the post and make sure that you possess the same.
8. **INCOMPLETE APPLICATIONS SHALL NOT BE CONSIDERED.**
9. Candidates employed in Govt. /Quasi Govt. /Public Sector undertaking should forward their applications (hardcopy) **through proper channel**. In case the applicant is in service and delay is expected in getting endorsement of the concerned employer on the original application, the applicant may submit advance copy of the application along with all the enclosures directly (without the employer's endorsement on the advance copy). If the original application through proper channel has not been received on or before last date mentioned, the applicant will have to submit a '**NO OBJECTION CERTIFICATE**' from his/her employer to the University at the time of interview.
10. Separate application is required to be sent for each post, otherwise application will be rejected.



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

10. As per the instructions of the State Government and accepted by the university, the waiting list shall be prepared in all of the above mentioned post.
11. University shall update all the Applicants about the date, time, and place of examination / personal interview in due time limits through circular on its official website from time to time. Hence, all the applicants are advised to check the university website for future updates related to the recruitment process of the above mentioned positions.
12. Entry in the compound of the examination center with mobile / cell phone/ tables/ laptop/ electronic gadgets etc. is strictly prohibited. If candidate who is found breaching this instruction or found to be indulging in 'unfair practices' viz. copying or misconduct during the course of the examination, using electronic gadgets or mobile phone etc. tempering with question and/or answer paper, influencing any person concerned with primary examination / written examination / test or interview will be debarred either in that examination process or for any number of years or permanently as decided by BOG.
13. In case of tie in the final merit list score, appropriate policy decided by the university / selection committee shall be employed. And in case of any discrepancy in the above mentioned guidelines, the decision of the university / selection committee shall be considered as final.
14. Mere success in the examination, shall not confirm any right to appointment and no candidate shall be appointed to the post unless the university is satisfied, after such inquiries as may be considered necessary that the candidate is suitable in all respects for appointment to the post.
15. Result will be published after completion of selection process on the website of the GTU.

Date: 01.12.2020


Registrar