



# GUJARAT TECHNOLOGICAL UNIVERSITY

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

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૨૦૦૭ દ્વારા સ્થાપિત)

Date: 16/09/2017

## EMPLOYMENT NOTICE

**ADVERTISEMENT NO: 05 /2017**

**Last Date: 07/10/2017**

Online application from the eligible candidates are invited in prescribed proforma for the post of **Registrar**. We are looking for dedicated and committed person, who believes in institution building and have a passion for dedication towards administrative/academic excellence and quality.

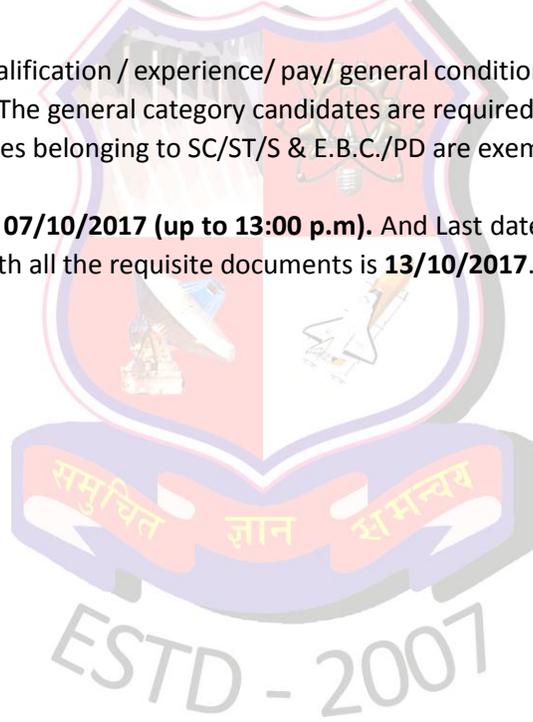
Number of Posts, Essential Qualification / experience/ pay/ general conditions, application format and other details are mentioned below. The general category candidates are required to pay fee of 250/- through net banking whereas the candidates belonging to SC/ST/S & E.B.C./PD are exempted from payment of fees.

Last date of applying online is **07/10/2017 (up to 13:00 p.m)**. And Last date for submitting the print out of an online application along with all the requisite documents is **13/10/2017**.

**PLACE: AHMEDABAD**

**DATE: 16/09/2017**

Sd/-  
**REGISTRAR**



*Winners of : ICT Enabled University Award E-India - 2009 ❖ Manthan Award - 2009 ❖ GESIA Award - 2011  
❖ Digital Learning WES - 2011 Award ❖ AIMS International Innovative University Award - 2013*

**Chandkheda** : Nr. Campus of Vishwakarma Government Engineering College, Sabarmati - Koba Highway, Nr. Visat Three Roads, Chandkheda, Ahmedabad - 382 424. Gujarat, India Ph. : 079 - 232 67 500  
**Ahmedabad** : 2nd Floor, ACPC Building, L. D. College of Engineering Campus, Navrangpura, Ahmedabad, (Gujarat) India - 380 015. Phone : + 91 - 79 - 26 300 499 / 599 Fax : + 91 - 79 - 26 30 1500  
**Gandhinagar** : K-6 Circle, E-4 Electronic Estate G.I.D.C., Nr. Government Polytechnic, Sector-26, Gandhinagar - 382 028 Gujarat.  
**e-mail : [info@gtu.ac.in](mailto:info@gtu.ac.in) URL : [www.gtu.ac.in](http://www.gtu.ac.in)**



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### Advertisement No. 05/2017

S r. N o	Name of the Post	Pay Bands + Grade Pay	No Of Post	Category			
				GEN	SC	ST	SEBC
1	Registrar	37400 – 67000 +10000	1	1	-	-	-

#### Minimum Qualification:

- I. A master's degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC 7 point scale.
- II. The candidate should possess the adequate knowledge of Gujarati

#### Experience:

At least 15 year's of experience as an 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 year's of administrative experience of which, 8 years shall be as Deputy Registrar or an equivalent post.

**Age:** Not more than 45 Years

**Pay Scale :** Rs. 37400 – 67000 & Grade Pay Rs. 10000

### GENERAL INFORMATION AND INSTRUCTION TO CANDIDATES

1. For regular updates do visit career section on GTU website.
2. For any query contact at [career@gtu.edu.in](mailto:career@gtu.edu.in)
3. If candidate has obtain any degree from other university should provide equivalency criteria for conversion of their score either in percentage or class.
4. If candidate hold foreign university's degree, they should produce AIU equivalency certificate at the time of Submission of application.

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**Please read the instructions given below carefully before applying**

### A. FILLING UP THE APPLICATION FORM:

1. Visit the University website <http://www.gtu.ac.in/Recruitment.asp>
  - Detailed Advertisement No.05/2017 for Recruitment in PDF format [Click to Open](#)
  - Online Application Login [Click to Open](#)
  - SBI Collect. [Click to Open](#)
2. Open online application form of the post you are eligible for, fill the necessary details like personal details, academic details and other details. Put scan copy of your photograph and signature. Submit the form. For fees payment [Click Here](#). For Online Payment: Fill the details of challan, make payment (through cards/Internet banking) and take a print of Challan. For Offline payment fill the necessary details in challan and take a print of **Pre Acknowledgement Payment Form**. Take it to the nearby SBI branch and deposit the fees in the bank. Bank will return Depositor's Copy of the filled challan. After completing the fees payment procedure you need to fill the Journal No. and date of fees payment in the online application form. Once the online application form is completely filled submit it and get printout of the same and send it along with depositor's copy of bank challan, self-attested photo copy of all necessary certificates, photographs and endorsement from the current employer (if applicable) through Speed post/Registered/By hand to **The I/C Registrar, Gujarat Technological University University Campus, 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. 13/10/2017**) as prescribed for receiving the application. Applications received after the last date will stand rejected automatically.
3. Documentary proofs of previous experiences and academic qualifications 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.
4. Fees once paid shall not be refunded in any circumstances.
5. Whenever applicable Depositor's copy of bank challan (**Exempted for S&EBC/SC/ST/PD Category candidates**) should be sent invariably along with the printout of application form, otherwise application will be summarily rejected.
6. 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.
7. **INCOMPLETE APPLICATIONS SHALL NOT BE CONSIDERED**
8. Candidates employed in Govt. /Quasi Govt. /Public Sector undertaking should forward their applications (hardcopy) **through proper channel**.
9. 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 an 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.

### B. MAILING THE APPLICATION FORM:

1. The application form should be sent to **The I/C Registrar, Gujarat Technological University University Campus, Nr. Vishwakarma Government Engineering College, Visat Three Roads,**

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**Sabarmati- Koba Highway Chandkheda, Ahmedabad – 382 424.** Applicants are advised to submit **the applications with clear mentioning of applied post mention on 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.

2. The required qualifications/experience/age shall be considered as on closing date of online application.
3. The applicant must ensure that he/she fulfils the eligibility criteria for the post.
4. Candidates with requisite qualifications acquired from recognized University / Institutions can only apply.
5. Candidates should enclose SELF attested copies of certificates in support of the evidence of Age, Educational Qualifications, Caste, Physical Disability, Experience, etc. with the applications.
6. The University reserves the right to fill or not to fill any or all posts.
7. 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 services shall be liable to be terminated.
8. 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.
9. 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.
10. The University reserves the right to call the candidates for interview whereas applicable to a reasonable number on the basis of skill/ written/screening exam or on the basis of higher educational qualification and/or experience. No correspondence will be entertained with the applicants who were not short-listed to be called for interview.
11. Canvassing in any form on behalf of or by any candidate will disqualify him / her from being considered.
12. Selection will be made on the basis of candidates' previous record and their overall in the interview. Excellent academic background, high quality publications, potential to get research funding from Government agencies and industries, appropriate academic professional activities undertaken and a good innovative teaching record would be some of the important criteria for selection for the teaching positions. Appointed teachers may be assigned other academic or administrative responsibilities in addition to their regular teaching and research.

**Date : 16/09/2017**

**Sd/-  
REGISTRAR**

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