RECRUITMENT - 2024

(Information)

Teaching & Non-teaching Post
on contractual basis

Gujarat Vidyapith

(Deemed to be University)

Ashram Marg, Ahmedabad, Gujarat - 380009

Teaching & Non-teaching Posts on contractual basis

Gujarat Vidyapith was founded by Mahatma Gandhi in 1920 and is a Deemed to be University since 1963. The objectives of the Vidyapith are to impart higher education for preparing grass root workers with character and competency, and educate them for movements connected with social reconstruction in the country. Adherence to truth and non-violence, participation in productive work with a sense of dignity of labour, respect for all religions, creed and communities, social and economic equity, and above all priority for rural reconstruction are emphasized in all curricula. Education is largely imparted in mother-tongue i.e. Gujarati. However, in exceptional cases learning and guiding in Hindi and English are allowed.

Online submitted Applications are invited from eligible and suitable persons. Following are the important dates for application:

Date of Commencement of online Application	01.06.2024
Last date of online Application	18.06.2024 Up to 4:00 PM

Teaching Posts for Assistant Professor:

Sr. No.	Subject & No. of Posts	Post	Category	Qualification
1	English	02	UR-1, OBC-1	As per UGC REGULATIONS ON MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COLLEGES AND MEASURES FOR THE MAINTENANCE OF STANDARDS IN HIGHER EDUCATION, 2018:
2	Sociology	01	ST-1	
3	Education	03	UR-1, OBC-1, SC-1	
4	Library and Information Science	01	UR-1	
5	Physical Education	02	UR-1, OBC-1	i) A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned subject from an Indian University, or an equivalent degree from an accredited foreign university.
6	Microbiology	01	Guest Faculty	
7	Mathematics	01	Guest Faculty	
8	Food and Nutrition	01	UR-1	
9	Computer Science	02	UR-1, EWS-1	ii) Ph.D. Degree in concerned subject or NET/ SET in concerned subject.
10	Yoga	01	UR-1	

Pay Scale of Teaching Posts:

Sr. No.	Post No.	Monthly Salary
01	01 to 10	Fixed Amount per month: Rs. 50,000/-, Guest Faculty Rs. 1500/- per lecture, maximum Rs.50,000/- per month.

Administrative Post

Sr. No.	Post	No. of Posts	Category	Eligibility
01	Deputy Registrar	01	UR	**Essential Qualifications:** (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) Five years of experience as Assistant Registrar or ten years of experience in Senior Administrative position at a reputable institution.
02	Assistant Registrar	03	UR	**(Essential Qualifications:** (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) Three Years' Experience as Section Officer or equivalent post or Supervisory post in Central State Govt. Organizations / University Research Institution or Central / State autonomous Institution/reputed private institutions..
03	Museum Curator	01	UR	**Essential Qualifications:** (i) Master's degree with minimum 55% of marks or equivalent in Museology or Conservation or Archaeology or Indian History from a recognized University/Institute. (ii) Five years' experience in a museum of repute.
04	Museum Coordinator	01	UR	**Essential Qualifications:** (i) M.Sc. with at least 55% of marks or equivalent grade from recognized University (ii) Three years' experience in popularization of Science and Technology for rural development or teaching/ research/extension work in that field in an educational institution/autonomous body or NGO.
05	Research Officer	05	UR	**Essential Qualifications:** (i) Ph.D. in any field from the recognized University/ Institution with 03 years of experience in research in the field of social science / History / Archival Studies / Museology / Heritage Science / Gandhian Philosophy at a reputable institution. (ii) Proficiency in Computer Operations.

				Essential Qualifications:
06	University Engineer	01	UR	**Essential Qualifications:** i) First Class Bachelor's Degree in relevant field from a recognized Institute/ University or equivalent. ii) Five years' experience in the field of Solid Waste Management / Structural design or Planning / Electrical/Solar Energy Sector / Estate - General Maintenance as Engineer or Equivalent in Central/ State Government PWD services or similar organized services/ Statutory or Autonomous organization/ University System or reputed private organizations.
07	Assistant Engineer	04	UR	**Essential Qualifications:** iii) First Class Bachelor's Degree in relevant field from a recognized Institute/ University or equivalent. iv) Three years' experience in the field of Solid Waste Management / Structural design or Planning / Electrical/Solar Energy Sector / Estate - General Maintenance as Junior Engineer or Equivalent in Central/ State Government PWD services or similar organized services/ Statutory or Autonomous organization/ University System or reputed private organizations.
08	Private Secretary	02	UR	**Essential Qualifications:** (i) A Bachelor's Degree from a recognised University/ Institute. (ii) At least 03 Years' experience as Personal Assistant or 5 years as Assistant in a University/ Research establishment/ Central/ State Govt./ PSU and other autonomous bodies. (iii) Knowledge of computer applications. (iv) Proficiency in English/Gujarati/Hindi & good communication skills.
09	Personal Assistant	02	UR	**Essential Qualifications:** (i) A Bachelor's Degree in any discipline from any recognised Institute/ University. (ii) Knowledge of Computer Applications. (iii) Two years' experience as Assistant or equivalent in Central State Govt. Organizations / University Research Institution or Central / State autonomous Institution/reputed private institutions. (iv) Proficiency in English/Gujarati/Hindi and good communication skills.

10	Assistant Archivist	01	UR	**Essential Qualifications:** P.G. Diploma with minimum 55% of marks in Archival Studies from recognized University/Institute with three years' experience in relevant field **OR** Master's degree or equivalent in Archaeology or Indian History from a recognized University/Institute with three years' experience in a museum of repute.
11	Conservationist	01	UR	**Essential Qualifications:** (i) Second Class Bachelor's degree in Museology/ Art Conservation/Fine Arts or equivalent from a recognized University/ Institute **OR** Second Class M.A. in History/ Anthropology/Sociology/ Linguistics/ Economics from a recognized University/ Institute (ii) Three years' experience in Museum/ Conservation.
12	Technical Assistant	01	UR	**Essential Qualifications:** For Technical/Laboratory Services: Bachelor's degree with minimum three years of working and maintenance/ operation experience of Scientific Instruments in the Laboratory. However, the relevant subject will be as decided by the university as per the functional requirement of the department concerned. The experience should be in University/ Research establishment / Central / State Govt. / PSU and other autonomous bodies or Private organization. **For Information and Communication Technology (ICT) Services:** i) Bachelor's Degree in Engineering / Technology in Computer Science and Technology / Information Technology from any recognized University or Institute. **OR** Master's Degree in Computer Science/Technology / MCA from any recognized University / Institute. ii) At least 02 years experience in relevant field in University/ Research establishment / Central / State Govt. / PSU and other autonomous bodies or Private organization. **Desirable:** Knowledge of Gandhian thoughts and extension activities.

13	Craft Assistant	03	UR	**Essential Qualifications:** Diploma or equivalent in Cutting/Tailoring/Dress Designing/Apparel Designing/Fashion Designing from a recognized University / Institute, with three years' experience after acquiring Diploma or equivalent. **OR** Certificate Course or equivalent in Cutting/ Tailoring/ Dress Designing/Apparel Designing/ Fashion Designing from a recognized University / Institute, with three years' experience after acquiring Certificate Course or equivalent. **Desirable:** Tailoring / Spinning & Weaving / Art & Craft
14	Proof Reader	01	UR	**Essential Qualifications:** (i) P.G. Diploma in Book Publishing or Graduate in any discipline with Book Publishing as a subject or equivalent from a recognized University / Institute (ii) Three years' experience as a Proof Reader in a reputed Book Publishing/Printing organization.
15	Warden (Male/Female)	08	UR	**Essential Qualifications:** Bachelor's degree or equivalent in any discipline from a recognized University/ Institute, with five years of experience of managing hostel in University/College/ Institute. **Location:** Ahmedabad / Sadra
16	Receptionist	02	UR	**Essential Qualifications:** (i) A Bachelor's Degree from any recognized Institute/ University (ii) Minimum three years' experience as Receptionist. (iii) Proficiency in English/Gujarati/Hindi and good communication skills. (iv) Proficiency in Computer Operations.
17	Lower Divisional Clerk	19	UR=10 SC=01 ST=02 OBC=05 EWS=01	**Essential Qualifications:** (i) A Bachelor's Degree from any recognized Institute/ University (ii) English Typing @ 35 wpm OR Gujarati Typing @ 30 wpm (35 wpm and 30 wpm correspond to 10500 KDPH/9000 KDPH on an average of 5 Key depression for each work) (iii) Proficiency in Computer Operations.

				Essential Qualifications:
18	Driver	02	UR	Essential Qualifications: (i) 10th Pass from any recognised Board (ii) Possession of a Valid Commercial Driving License for Light/ Medium/ Heavy Vehicles issued by the Competent authority, having no adverse endorsement. (iii) Knowledge of motor mechanism (the candidate should be able to remove minor defects in vehicles). (iv) Experience of driving motor vehicles for at least 05 years in an organization.
19	Multi-Tasking Staff (MTS)	33	UR = 16 SC = 2 ST= 4 OBC= 8 EWS = 3	Essential Qualifications: 10th Pass from a recognized Board; OR ITI pass. Location: Ahmedabad/Sadra/Randheja
20	Groundman	04	UR	Essential Qualifications: 10th Pass from a recognized Board; OR ITI pass. Location: Ahmedabad / Sadra
21	Security Guard	11	UR	Essential Qualifications: (i) 10th Pass from a recognized Board (ii) Minimum three years' experience as Security Guard (iii) Should be Physically fit. Location: Ahmedabad / Sadra / Randheja

General Schedule:

Commencement of Online Application	Dt. 01.06.2024 (Saturday) from 02.00 PM
Website closure for submission of online application	Dt. 18.06.2024 (Tuesday) Up to 4.00 PM
Tentative dates for further process of eligible candidates: **Teaching**	Dt. 20.06.2024 to 22.06.2024- Interview
Tentative dates for further process of eligible candidates: **Non-teaching**	Dt. 23.06.2024- Written Test (If required) Dt. 26.06.2024 to 30.06.2024- Interview
Tentative date for joining of selected candidates	Dt. 01.07.2024

Pay Scale of Non-teaching Posts:

Sr. No.	No. of Posts	Monthly Fix Amount (Rs.)
01	01	Rs. 75,000/-
02	02 to 06	Rs.50,000/-
03	07 to 08	Rs. 35,000/-
04	09 to 12	Rs.30,000/-
05	13 to 14	Rs. 25,000/-
06	15 to 16	Rs. 22,000/-
07	17 to 18	Rs. 20,000/-
08	19 to 20	Rs. 17,000/-
09	21	Rs. 12,000/-

(1) Reservation of Posts

(a) The candidates applying for the posts reserved for SCs/STs/OBCs/EWSs categories shall be granted reservation/relaxation/concessions in recruitment rules pertaining to age, qualifying marks, experience, fees etc., in accordance with the orders/instructions of the University Grants Commission/Government of India on the subject, as prevalent from time to time.

(b) Candidates belonging to OBC category must produce current financial year Non-creamy layer certificate as per Government of India norms.

(c) Candidates seeking reservation under SC/ST category are required to submit certificate in the format prescribed by the Government of India, Department of Personnel & Training.

(d) Candidates seeking reservation under EWS category are required to submit certificate in the format prescribed by the Government of India, Department of Personnel & Training.

2. GENERAL INSTRUCTIONS, ESSENTIAL INFORMATION AND CLARIFICATIONS:

1. For Teaching Posts other conditions as per UGC Regulations, 2018, amended from time to time.

2. These posts are purely temporary and on contractual basis for 11 months. No Other benefits will be given.

3. Do not send a Hard Copy of Application and other documents to the office.

4. If necessary, an elimination test will be arranged.

5. Eligible candidates shall be communicated for the further process via email.

6. After further process, tentative date for joining will be 1st July, 2024.

7. Candidates who desire to apply for more than one post will be required to submit separate Online Applications on the prescribed format along with all the specified supporting documents along with each application.

8. The candidates belonging to reserved category can apply for the unreserved posts however all the criteria as applicable to unreserved category posts will be applicable to all such candidates.

9. Candidate has to upload his/her necessary documents i.e. qualification, experience, caste, age, other documents in the online application portal as per the instructions given in Annexure – I.

10. Link for online Application and related information are available on the website www.gujaratvidyapith.org.

11. The online application will be scrutinized by competent authority and only the eligible candidate will be communicated by email.

12. The prescribed qualifications are minimum and the mere fact that a candidate possesses the same will not entitle him/her for being called for interview/written test/skill test.

13. The Subject mentioned above may vary as per actual subject workload in particular subject, Gujarat Vidyapith shall have the right to fill the post accordingly.

14. Gujarat Vidyapith will not be responsible for any loss of e-mail, loss of any communication due to wrong address provided by the candidates.

15. Candidates are requested to visit the website www.gujaratvidyapith.org regularly for updated, if any.

16. The Submission of application form is acceptable only through online mode.

17. Please use CAPITAL LETTERS for filling the form.

18. Application incomplete in any respect will not receive any consideration at all.

19. Candidates must pay an online application fee of Rs. 500/- for each post. Application processing fee shall not be refunded under any circumstances.

20. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issuance of an appointment letter, Gujarat Vidyapith reserves the right to modify/ withdraw/ cancel the candidature of such candidates.

21. The Number of posts advertised may be treated as tentative. Gujarat Vidyapith shall have the right to increase/ decrease the number of posts at the time of interview/ selection and make appointments accordingly.

22. Qualification will be reckoned as on the last date of submission of online application i.e. 18.06.2024.

23. Gujarat Vidyapith may restrict the number of candidates to be called for interview on the basis of qualifications and experience higher than the minimum prescribed or by any other condition that it may deem fit.

24. No TA/ DA will be paid.

25. The Gujarat Vidyapith also reserves the right to invite applications, conduct interview/seminar and appoint qualified and deserving candidates.

26. If the Gujarat Vidyapith decides to conduct the preliminary test considering the number of posts and applications received, the marks obtained by the candidate in the Preliminary Test shall be considered for shortlisting the candidates to be called for interview but such marks shall not be considered for final selection.

27. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the competent authority of Gujarat Vidyapith shall be final.

28. Interview will be conducted in Hybrid mode.

29. A candidate furnishing incorrect or false information shall stand disqualified.

30. The candidate must bring the printed copy of the online submitted application form, complete in all aspects along with all enclosures at the time of Interview.

31. The candidates must reach as per scheduled interview time for their respective subject.

32. Feel free to contact through Email (recruitment@gujaratvidyapith.org) for any query related to this process.

33. Guidelines to fill online application form as per Annexure – I.

34. Contact Information:

E-mail   : recruitment@gujaratvidyapith.org

Website   : www.gujaratvidyapith.org

(Prof. Nikhil Bhatt)
I/c Registrar

GUIDELINES TO FILL ONLINE APPLICATION FORM PREREQUISITE TO APPLY ONLINE

1. Candidates are advised to go through the Eligibility Criteria carefully before filling up the application form.

2. Valid E-mail ID for registration and for receiving all future correspondence till the recruitment process is over and subsequently, if selected.

3. Access to an online payment facility/service such as SBI I-Collect/Payment Gateway.

4. Scanned copies of Candidate's all necessary copies of testimonials, certificates and documents in PDF format (the digital size of the PDF file should be less than 500 KB).

STEPS TO BE FOLLOWED FOR FILLING THE ONLINE APPLICATION

The entire process of filling online Application form can be completed in below mentioned steps:

1. Online submission of application can only be made through Gujarat Vidyapith's website http://gujaratvidyapith.org/employment/.

2. Candidates should read the instructions carefully before making any entry or selecting options.

3. Candidates should furnish all the required details while filling up the online form, mandatory fields are marked with *(asterisk) sign.

4. Online Application Form is available in English and Gujarati Language and it can be filled in English/Gujarati Language.

5. The filling of online application contains two parts.

   (a) Part-I: Registration – Candidates will have to fill the basic information.

   The Name of the candidates or his/her Father/Husband etc. should be spelt correctly in the application as it appears in the Certificates/Mark sheets/Identity proof. Any change/alteration found may disqualify the candidature.

   On submission of details, an auto-generated email will be sent on candidate's registered email-id. Please click on the link given in the email to verify your email-id. Upon successful verification of email-id candidates will be able to login for filling the application. In case candidate cannot find the email in their mentioned Inbox, kindly check SPAM folder or ensure that submission of email-id is correct.

   (b) Part-II Application Form consists of following Stages.

   i) Filling up Personal details

   ii) Educational Qualifications

   iii) Employment Details

   iv) Reference Details

   v) Payment Details

   vi) Declaration Details

6. Before final submission of online Application form, the candidates must read the declaration carefully and furnish his/her consent on it, without which he/she will not be able to complete the Online Application. Candidates will not be able to edit Online Application once submitted.

7. On successful completion of your complete application, an auto-generated email will be sent on your registered email-id. In case you have not received an email, please check / ensure that submission of Part-II of the Application has been completed successfully.

Place: Ahmedabad   (Prof. Nikhil Bhatt)

Date: 31.05.2024   I/c. Registrar