



DELHI TECHNOLOGICAL UNIVERSITY

Established by Govt. of Delhi vide Act 6 of 2009

(FORMERLY DELHI COLLEGE OF ENGINEERING)

BAWANA ROAD, DELHI-110042

No. F.DTU/Rectt./DR/2017

Dated: 13.01.2017

RECRUITMENT TO POSTS OF DEPUTY REGISTRAR

Delhi Technological University is a reputed teaching cum research University engaged in education, research, technology incubation, product innovation and extension work in Applied Sciences, Engineering, Management & allied areas and committed to foster excellence. The University invites applications to fill up the posts of Deputy Registrar by direct mode of recruitment. The details are as under:-

1.	Name of the post	Deputy Registrar
2.	Number of post	02 Posts (UR)
3.	Pay Band, Pay Scale & Grade Pay	PB-3, Rs. 15600-39100 Grade Pay Rs. 7600/-
4.	Age limit for Direct Recruitment	45 years *
5.	Educational and other qualification required for direct recruitment	Essential: A Master's degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC 07 (seven) point scale; along with i) Nine years of experience as Assistant Professor in the AGP of Rs. 6000 and above with experience in educational administration, OR ii) Comparable experience in research establishment and/ or other institutions of higher education, OR iii) Five years of administrative experience as Assistant Registrar or in an equivalent posts.

* The upper age limit prescribed for direct recruitment shall be relaxable in case of candidates belonging to the Scheduled Castes, Scheduled Tribes, Other Backward Classes, Persons with Disabilities, Ex-servicemen, Government Servant, University Employees, other specified categories of persons, etc. in accordance with the orders issued in this behalf from time to time by the Central/ State Government and adopted by the University.

General Instructions

- The candidate must be a citizen of India.
- Prescribed application form can be downloaded from the University's website www.dtu.ac.in with effect from 13.01.2017.
- Application Form must be accompanied by a demand draft of Rs.1000/- drawn in favour of "Registrar, Delhi Technological University", payable at Delhi. No other mode of payment will be accepted by the University.
- Candidates must write their Name, Name of post applied and Contact Number on the back side of demand draft.
- Application Form must also be accompanied by attested copies of Educational & Professional Qualifications and Experience etc.
- If a grade point system is adopted, the CGPA will be converted to equivalent marks and minimum CGPA shall be 6.25 in the scale of 10.

- vii. If the Grade Point System is adopted, the CGPA will be converted into equivalent marks as given below:
- | Grade Point | % of marks |
|-------------|------------|
| 6.25 | 55 |
| 6.75 | 60 |
| 7.25 | 65 |
| 7.75 | 70 |
| 8.25 | 75 |
- viii. Fulfillment of conditions of minimum qualification shall not necessarily entitle any applicant to be called for further process of recruitment. In case of large number of applicants, University reserves the right to short-listing applicants in any manner as may be considered appropriate and no reason for rejection shall be communicated and no claim for refund of fee shall be entertained in any case.
- ix. The University reserves the right to fill or not to fill the post advertised no correspondence whatever will be entertained from the candidates regarding postal delays, conduct and result of interview and reason for not being called for interview.
- x. Application must be sent in the prescribed format only.
- xi. The Educational qualification, age, experience and other conditions of eligibility as stipulated above against the post shall be determined as on the closing date of receipt of applications.
- xii. All columns must be filled in the application form. No column should be left blank, instead it should be marked "N.A." wherever not applicable.
- xiii. The persons already in employment in Government Department/Autonomous Bodies/Universities under Central/State Government should apply through proper channel.
- xiv. The persons working in private organization, claiming previous experience of working in Government Department/Autonomous Bodies/Universities under Central/State Government on regular basis, should enclose a certificate from that Govt. organization stating no vigilance or disciplinary case was pending or contemplated against them. Failure to provide the same shall make them ineligible for consideration to the post.
- xv. Incomplete/unsigned application/application without photograph/ application not in prescribed performa and those received after closing date or without requisite fees in the form of demand draft shall be rejected and no claim for refund of fee shall be entertained in any case.
- xvi. Candidates must ensure that their application must reach the University well in time. The University will not be responsible for any postal delay or loss.
- xvii. No TA/DA in connection with the submission of application form or appearing in the interview will be paid to the candidate.
- xviii. If the qualification possessed by the candidate is equivalent, then the authority (with number and date) under which it has been so treated must be indicated and its copy may also be attached.
- xix. No documents will be accepted or considered by the University after submission of application form by the candidate and no subsequent request for its change will be considered or granted.
- xx. Any dispute with regard to this recruitment will be subject to the Courts/Tribunals having jurisdiction over Delhi.

The complete application, on the prescribed form, duly filled in alongwith all the desired documents and requisite fees should be submitted in the University campus at the Reception Counter, Administrative Block on any working day **OR** sent by post so as to reach the Registrar, Delhi Technological University, Shahabad Daulatpur, Bawana Road, Delhi-110042 **latest by 30.01.2017 at 05.00 p.m.** (In case the closing date happens to be a public holiday the next working day will be the last date for receiving of applications). **The University will not be responsible for any postal delay or loss.**

Sd/-
Registrar