



S.N.D.T. WOMEN'S UNIVERSITY

**1, Nathibai Thackersey Road,
MUMBAI-400 020**

ADVERTISEMENT NO. 01 OF 2019

**DETAILS ABOUT STATUTORY AND OTHER POSTS PUBLISHED IN THE ADVERTISEMENT NO. 01 OF 2019
(PUBLISHED IN LOKSATTA & INDIAN EXPRESS ON 07.03.2019)**

LAST DATE FOR SUBMISSION OF DULY FILLED IN APPLICATIONS 05.04.2019

FOR ATTENTION

- Applications are invited for the following Statutory Posts & other posts of the University.
- Prescribed forms are available at University website sndt.ac.in.
- The prescribed form to be downloaded from the University website and submitted alongwith a Demand Draft of Rs. 200/- for reserved category & Rs. 400/- for unreserved category from any **Nationalized Bank** in favour of **The Registrar, SNDT Women's University, Mumbai, payable at Mumbai**.
- The candidate is advised to fill the said form properly and completely. There after the applicant has to submit 07 copies of applications (One original + six photo copies) to the undersigned along with 03 separate sets of mark list of all examinations, testimonials, No Objection Certificates from present employer, caste certificate if any, experience certificates, appointment letters, list of publications, seminars/workshops attended, membership on various Authorities of the University.
- The candidate has to apply separately for every post he/she wants to apply.

“A”

Seven Point Scale (for Higher Education & Technical Education)

GRADE POINT	GRADE	PERCENTAGE EQUIVALENT
'O' = Outstanding	5.50 – 6.00	75 – 100
'A' = Very Good	4.50 – 5.49	65 – 74
'B' = Good	3.50 – 4.49	55 – 64
'C' = Average	2.50 – 3.49	45 – 54
'D' = Below average	1.50 – 2.49	35 – 44
'E' = poor	0.50 – 1.49	25 – 34
'F' = Fail	0 – 0.49	0 – 24

EDUCATIONAL QUALIFICATION, EXPERIENCE, PAY BAND, RESERVATION

Sr. No.	Name of the Post	Qualifications, Experience, Age & Tenure
01	Finance & Accounts Officer (Unreserved - 01)	<p>Pay scale : Rs. 37,400-67,000 + G.P. Rs. 8,900/-</p> <p>Tenure and Age of Retirement : The appointment of the Finance and Accounts Officer shall be for a term of five years or till the age of superannuation, whichever is earlier, and he shall not be eligible for re-appointment in that University.</p> <p>Essential Qualifications and Experience : -</p> <p>Chartered Accountant or a Cost Accountant, with professional experience of not less than five years.</p>

Sr. No.	Name of the Post	Qualifications, Experience, Age & Tenure
02	<p align="center">Director, Sports and Physical Education (Unreserved – 01)</p>	<p>Pay scale Rs : 37,400-67,000 + GP Rs. 10,000/-</p> <p>Tenure and Age of Retirement: The appointment of the Director of Sports and Physical Education shall be for a term of five years or the age of superannuation, whichever is earlier, and he shall be eligible for re-appointment by selection on the recommendation of a selection committee constituted for the purpose, for only one more term of five years in the university in which he is serving.</p> <p>Qualifications and Experience :</p> <ul style="list-style-type: none"> (a) Ph.D. in Physical Education (b) Experience of at least 10 years as University Deputy Director of Sports/Physical Education or 15 years as University Assistant Director of Sports/Physical Education/ College Director of Sports/ Physical Education or 10 years as Certified National Coach, (c) Participation in at least two national/ international seminars/ conference. (d) Consistently good appraisal report, (e) Evidence of organizing competitions and conducting camps of at least two week's duration, (f) Evidence of having produced good performance team/athletes for competitions at state/national/inter University/ Combined University etc., (g) Preference shall be given to a candidate who has been honoured with official State/National level award like Arjun award, Dronacharya award, Shiv Chatrapati award etc.

Sr. No.	Name of the Post	Qualifications, Experience, Age & Tenure
03	<p align="center">Director of Innovation, Incubation and Linkages (Unreserved – 01)</p>	<p>Pay scale Rs : 37,400-67,000 + GP of Rs. 10,000/-</p> <p>Tenure and Age of Retirement : The appointment of the Director of Innovation, Incubation and Linkages shall be for a term of five years or the age of superannuation, whichever is earlier, and he shall be eligible for re-appointment by selection on the recommendation of a selection committee constituted for the purpose, for only one more term of five years in the university in which he is serving.</p> <p>Qualifications and Experience :</p> <p>(a) Professor/Principal with minimum aggregate teaching experience of 15 years. Or Research Scientist of Grade – F with minimum aggregated research experience of 10 years. Or Research Scientist or Professional from the Industrial sector with a proven minimum aggregate Industrial/Entrepreneurial experience of 15 years in the process of establishment of an Enterprise/Industry and formation and execution of collaborations/linkages at National / International level.</p> <p>(b) Should have successfully executed two major research/consultancy/Industrial projects out of which at least one should be a collaborative/joint projects with linkage at premier National/ International University or Institution or Industry.</p> <p>(c) Knowledge in the field of Intellectual Property Rights and aspects associate therewith desirable.</p>

Sr. No.	Name of the Post	Qualifications, Experience, Age & Tenure
04	<p style="text-align: center;">Dean of Faculties (Two Posts)</p> <p>(1) Dean, Faculty of Science and Technology (1 Post)</p> <p>(2) Dean, Faculty of Humanities (1 Post)</p>	<p>Pay scale - Rs : 37,400-67,000 + GP Rs. 10,000/-</p> <p>Tenure and Age of Retirement : The term of Dean shall be co-terminus with the term of office of the Vice-Chancellor or till he attains the age of superannuation, whichever is earlier;</p> <p>Qualifications and Experience</p> <ol style="list-style-type: none"> i. A Master's Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) by a recognized University. ii. A Ph.D. Degree in concerned/allied/relevant discipline (s) in the institution concerned with evidence of published work and research guidance. iii. Associate Professor/Professor with a total experience of fifteen years of teaching/research/administration in Universities, colleges and other institution of higher education iv. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), as set out in this Regulation in Appendix III for direct recruitment of Professors in college.

Sr. No.	Name of the Post	Qualifications, Experience, Age & Tenure
05	<p align="center">Director of Lifelong, Learning and Extension (Unreserved – 01)</p>	<p>Pay scale - Rs : 37,400-67,000 + GP Rs. 10,000/-</p> <p>Tenure and Age of Retirement: The Appointment shall be for a term of five years or till the age of superannuation, whichever is earlier and he shall be eligible for re-appointment in the manner provided in sub-section 22 (3) of the Maharashtra Public Universities Act, 2016 for only one more term of five years in the university in which he is serving.</p> <p>Qualifications and Experience</p> <ol style="list-style-type: none"> i. A Master’s Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) by a recognized University. ii. A Ph.D. Degree in concerned/allied/relevant discipline (s) in the institution concerned with evidence of published work and research guidance. iii. Associate Professor/Professor with a total experience of fifteen years of teaching/research/administration in Universities, colleges and other institution of higher education iv. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), as set out in this Regulation in Appendix III for direct recruitment of Professors in college.

Post to be filled in under Dr. Ambedkar Chair Interdisciplinary Study & Applications of Thoughts of Dr. Ambedkar sanctioned by Dr. Ambedkar Foundation (DAF), New Delhi

Sr. No.	Name of the Post	Qualifications, Experience, Age & Tenure
06	<p align="center">Professor (One Post) under Dr. Ambedkar Chair (Full Time Professor, equivalent to Professor of the University</p>	<p>Pay scale - Rs : 37,400-67,000 + GP Rs. 10,000/-</p> <p>Tenure and Age of Retirement: The Appointment shall be for a term of five years or co-terminus with the Chair, whichever is the earlier. In case, the Chair gets extension, the term of the staff may be extended accordingly subject to the above condition.</p> <p>A.</p> <ul style="list-style-type: none"> ➤ An eminent Scholar with Ph.D. qualification(s) in the concerned/allied/relevant discipline and published work of high quality actively engaged in research with evidence of published work with a minimum of 10 publications as books and/or research/policy papers. ➤ A minimum of ten years of teaching experience in University/College, and/or experience in research at the University/National level Institutions/Industries, including experience of guiding candidates for research at Doctoral level. ➤ Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process. ➤ A minimum Score (from Category-III-400 score) as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out as per UGC Regulation. <p align="center">OR</p> <p>B.</p> <p>An outstanding professional, with established reputation in the relevant field, who has made significant contributions to the knowledge in the concerned/allied/relevant discipline, to be substantiated by credentials.</p> <p align="center">AND</p> <ul style="list-style-type: none"> ➤ The Professor should possess adequate knowledge and working experience on Dr. Ambedkar’s thoughts and works and should possess proven commitment to the cause of Social Justice. <p>C. Desirable experience of conducting multidisciplinary studies.</p>

NOTE :

- B in the seven points scale with letter grades O,A,B,C,D,E, and F shall be regarded as equivalent of 55% where ever the grading system is followed.
- Candidate needs to submit NOC from the present employer at the time of Interview.
- The minimum requirement of 55% shall not be insisted upon for Professors, Associate Professor the existing incumbents who are already in the University system. However, these marks shall be insisted upon for those entering the system from outside and those at the entry point of Assistant Professor.
- A relaxation of 5% may be provided from 55% to 50% of the marks at the Master's level for the SC/ST/Physically Handicapped category.
- A relaxation of 5% may be provided from 55% to 50% of the marks to the Ph.D. degree holders, who have passed their Master's degree prior to 19th September, 1991.
- A relaxation of the minimum marks at the PG level from 55% to 50% for appointment as Assistant Professor may be provided to the candidates who have cleared the JRF examination conducted by UGC/CSIR only, prior to 1989, when the minimum marks required to appear for JRF exam were 50%.
- These relaxations will be made wherever applicable.

GENERAL CONDITIONS AND IMPORTANT INSTRUCTIONS

ADVT. NO. 01 / 2019

1. Read carefully the detail information given on sndt.ac.in Ensure that you are eligible for the post applied as per educational qualification, experience, category, age etc.
2. Candidates are requested to fill in relevant column in the Application form. For other column/s which is not applicable they should leave it blank.
3. Last date of receiving application by downloading the application form from University website and duly filled the said form with all the requisite documents in 07 sets (01 Set of Original application attested + 06 photo copies) along with the Demand Draft of Rs. 400/- (Rupees : Four Hundred only) for unreserved category and Rs. 200/- for reserved category is on or before **05.04.2019** upto 5:00 p.m. The Demand Draft should be drawn in favour of **“The Registrar, S.N.D.T. Women’s University, Mumbai.”**
4. Prescribed Application Form which is available on University website will only be considered. Applications in other format such as Bio-data, C.V. will not be considered.
5. Separate application should be submitted for each post.
6. Qualifications and experiences as notified by the Government of Maharashtra, University Grants Commission and SNDT Women’s University from time to time will be applicable.
7. Appointment on contract basis, daily wages, temporary, ad-hoc basis will not be considered.
8. Do not attach any original documents with the application, attested copies will be accepted.
9. A recent passport size photograph duly self attested should be affixed on the application.
10. The University reserve the right to cancel, amend or modify any clause of this advertisement.

GENERAL INSTRUCTIONS

1. Candidates belonging to the reserved categories as recognized by the State of Maharashtra shall only be considered under reserved categories. The candidate belonging to the reserved categories other than the State of Maharashtra will be treated as Open.
2. Educational qualifications & relevant experience till last date of the submission of application shall be considered.
3. Fee for Application form once paid will not be refunded under any circumstances.
4. Candidates claiming the benefit of reservation under SC, ST, VJNT, Spl. BC & OBC categories, should produce a caste certificate at the time of interview. They will also enclose an attested copy of caste validity certificate issued by the Caste Scrutiny Committee if available with them at the time of interview. However, the candidate who applied without submitting Caste Validity Certificate, if selected, an appointment order will be issued to him as per the provisions / directives prescribed in G.R. of Govt. of Maharashtra.
5. For claiming the benefit of caste reservation, candidates should submit attested copy of Caste Certificate, Caste Validity (If available) and Certificate of Domicile of Govt. of Maharashtra issued by the appropriate authority of Govt. of Maharashtra at the time of interview.
6. The caste certificate issued by appropriate Competent Authority of the State of Maharashtra only will be considered as valid for availing the benefit of reservation including application fees.
7. Reserved Category candidates should be domicile of the state of Maharashtra State and should be from the categories notified by the State of Maharashtra viz (a) Scheduled castes (b) Scheduled Tribes (c) VJNT Special Backward Class and (e) Other Backward Class.
8. **Candidates already employed must submit their applications through proper channel.**
9. Government and Semi Government Servant:
 - 9.1 No objection certificate from the present employer is mandatory for Government and Semi Government employees.
 - 9.2 The employees who have been terminated from Government or Semi Government service due to in disciplinary action or had to take compulsory retirement Under MCSR 1981 are not eligible to apply.
 - 9.3 Those who are appointed after 01/11/2005 are eligible for pension as per GR No. अंनियो१००५/१२६/सेवा-४, दिनांक ३१/१०/२००५ under DCPS Scheme.
10. The envelope containing the application form should be super scribed as "Application for the post of _____"
11. **The application form along with the required documents and demand draft should be send to the Office of the Registrar, SNDT Women's University, 01, N.T. Road, Mumbai – 400 020 on or before 05.04.2019 upto 5.00 p.m.)**
12. Candidates are requested to visit the website sndt.ac.in from time to time to avail the information and circulars notified by the University. It will be sole responsibility of candidate to visit aforesaid websites time to time to remain update regarding recruitment process. The University will not entertain any inquiry regarding eligibility criteria.
13. The University will not stand responsible for any delay or non acknowledgement of postal correspondence.

14. Candidates will be communicated via email & SMS. Hence Candidate must provide correct email Id & Mobile Number for the said purpose. SNDDT Women's University will not be responsible for Non Communication due technical difficulties beyond control as well as to **Incomplete/Incorrect/NCPR Registered (DND)** mobile number or email Id registered by candidate in application form.
15. Information provided in application form will be documented in attachments.
16. The University shall reserve the rights not to fill some or all the post advertised. The decision of the appointing authority will be final and binding on applicants and no correspondence in this regard will be entertained.
17. Applications incomplete in any respect, applications without demand draft, required supporting documents or applications received after the due date will not be considered.
18. No correspondence with ineligible candidates will be made by the University authority.
19. Even if any of the candidates have registered their names with any of the District Employment & Self Employment information Centres, it is mandatory for them to apply and follow all procedure. They have to produce their registration certificate at the time of evaluation of certificates.
20. No travelling/halting or other allowances will be paid to the candidate by the University for attending the interview.
21. Accommodation will not be provided by the University.
22. Candidates furnishing incorrect or false information shall stand disqualified at any stage.
23. Canvassing directly or indirectly will be a disqualification.
24. Experience on substantive post with the prescribed pay scale will be considered.
25. Queries or correspondence in respect of eligibility criteria, issuance of call letters for interview or selection of candidate will not be entertained at any stage.
26. Candidates shall have to produce original documents at the time of interview.
27. Incorrect information provided by the candidates will be liable for legal action & the recruitment process will be stop immediately.
28. The Government Resolutions / Circulars issued by the Government of Maharashtra from time to time will be applicable.
29. The applicant can not avail the benefits of any printing or inadvertently committed mistake in the advertisement.

DOCUMENTS TO BE ATTACHED

Candidate must attach the copies of the necessary supporting attested documents with the application in following order :

1. Document in support of Date of Birth
2. Copy of Govt. Gazette of any other appropriate certificate in case of change in name.
3. Caste certificate issued by the competent authority if candidate belongs to Scheduled Caste/ Scheduled Tribe/ Denotified Tribe/ Nomadic Tribe/ Other Backward Class/ Special Backward Class.
4. Non creamy layer certificate is required for the candidates belonging to the DT-A, NT-B, NT-C, NT-D, OBC and SBC categories as per Government of Maharashtra Circular No. CBC10/2006/ Pra.Kra. 15/ MAVAK 5 dated 5th June 2006, issued by the competent authority after the date 01.04.2013.
5. Caste Validity Certificate, if any.
6. Degree/Diploma Certificates, statement of Marks and other certificates of the educational qualifications
7. Approval letters in case of teachers of affiliated colleges/recognized institutions.
8. Appointment Orders of the University Teachers.
9. Certificates of teaching / administrative experience and / or post doctoral research.
10. As per the Notification No. SRV.2000/CR (17/2000) XII dated 28th March, 2005 issued by General Administration Department, Mantralaya, Mumbai, Candidates shall submit the declaration of the small family in the prescribed proforma attached with application form as Declaration.

RIGHTS OF UNIVERSITY AND SELECTION COMMITTEE

1. The University reserves the right to make the changes in the advertisement. Such decision of the University will not be notified or intimated to the candidates.
2. The University reserves all rights not to fill some or all the post in the advertisement.
3. If any false / incorrect information furnished by the candidate is detected at any stage of recruitment process, his/her candidature will not be considered.
4. If the candidate knowingly or will fully furnishes incorrect or false particulars or suppresses material information, he/she will be disqualified and if appointed, shall be liable for dismissal from the University service without any notice or assigning any reasons whatsoever.
5. Even after submission of application, candidate can be debarred on grounds of wrong information, pressuring University Selection Committee by direct or indirect methods.
6. Grievance pertaining to appointments, interviews or selections shall be dealt by the University and its decision shall be final.
7. The decision of the Management in all matters relating to recruitment shall be final and no individual correspondence will be entertained.
8. If any candidate directly or indirectly tries to influence any officer of the University, he/she will be disqualified.

Advertisement No. 01 of 2019
Date : March 7, 2019

(DR. DEEPAK DESHPANDE)
REGISTRAR

