



पंजाब केन्द्रीय विश्वविद्यालय
संसदीय अधिनियम 25 (2009) के द्वारा स्थापित
Central University of Punjab
Established vide Act No. 25 (2009) of Parliament



CENTRAL UNIVERSITY OF PUNJAB

RECRUITMENT NOTICE

Advt. No. CUPB/20-21/014
Date: 11.02.2021

Online applications are invited from the prospective & eligible candidates for the various vacant Teaching and Non-Teaching posts on regular basis. Please visit University website www.cup.edu.in for Qualifications, General Instructions, Eligibility Criteria, online application form & other details.

Last date to apply online: 29.03.2021 (by 23:59:59 hrs)

REGISTRAR

VPO Ghudda, District-Bathinda-151401 (Punjab), Email: recruitment@cup.edu.in

विज्ञापन का हिंदी रूपान्तर विश्वविद्यालय की वेबसाइट पर उपलब्ध है।



पंजाब केन्द्रीय विश्वविद्यालय

भर्ती सूचना

विज्ञा.: सीयूपीबी / 20-21 / 014
दिनांक: 11.02.2021

भावी और योग्य अभ्यर्थियों से नियमित आधार पर विभिन्न शिक्षण एवं गैर-शिक्षण रिक्त पदों के लिए ऑनलाइन आवेदन आमंत्रित किए जाते हैं। योग्यता, सामान्य निर्देश, पात्रता मानदंड, ऑनलाइन आवेदन और अन्य विवरण हेतु कृपया विश्वविद्यालय की वेबसाइट www.cup.edu.in देखें।

ऑनलाइन आवेदन करने की अंतिम तिथि: 29.03.2021 (23:59:59 बजे तक)

कुलसचिव

गांव व डाकघर घुद्धा, जिला बठिंडा-151401; ईमेल: recruitment@cup.edu.in



RECRUITMENT FOR NON-TEACHING POSITIONS

Updated as per Corrigendum dated 16.02.2021

(Advt. No. CUPB/20-21/014 Dated 11.02.2021

Applications are invited from the eligible candidates for following posts on regular/tenure basis:

| Sr. No. | Name of the Post | Pay Level (as per 7 th CPC Pay Matrix) | Entry Pay | Vacant Position |
|---------|--|--|---|-----------------|
| 1. | Finance Officer* (on Tenure Basis) | 14 | Rs. 1,44,200/- | 1-UR |
| 2. | Controller of Examinations* (on Tenure Basis) | 14 | Rs. 1,44,200/- | 1-UR |
| 3. | Librarian* (on Regular Basis) | 14 (APL) | Rs. 1,44,200/- | 1-UR |
| 4. | Deputy Librarian (on Regular Basis) | 12 (APL) 13A (APL) | Rs. 79,800/- Rs. 1,31,400/- | 1-UR |
| 5. | Assistant Librarian* (on Regular Basis) | 10 (APL) | Rs. 57700/- | 1-UR |
| 6. | Medical Officer (Male) (on Regular Basis) | 10 | Rs. 56100/- | 1-UR |
| 7. | Medical Officer (Female)* (on Regular Basis) | 10 | Rs. 56100/- | 1-UR |

Applicants are required to apply online along with uploading of its enclosures on recruitment portal.

Hard Copy of application should be retained by the Candidates for future reference.

Last date to apply online: 29.03.2021 (upto 23:59:59 hrs)

*Those candidates who had applied earlier on these posts in response to the Advt. No. CUPB/19-20/013 (dated 27.01.2020), may re-submit their application form free of cost if they wish so. If re-submitted by the candidate, his/her re-submitted application will be considered; and in case no re-submission is made, his/her hard copy received against previous Advt. No. CUPB/19-20/013 will be considered for recruitment.

Abbreviations:

APL - Academic Pay Level;

UR-Unreserved;

OBC-Other Backward Classes;

SC-Scheduled Caste;

ST-Scheduled Tribe;

ESM-Ex-Serviceman

PWD-a for Blindness and Low vision;

PWD-b for Deaf and hard of hearing;

PWD-c for Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;

PWD-d&e for Autism, intellectual disability, specific learning disability and mental illness; and for multiple disability from amongst persons under clauses (a) to (d) including deaf-blindness



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General Instructions, Essential Information and Eligibility conditions

Advt. No: CUPB/20-21/014 Dated 11.02.2021

- Applicants are required to apply online (through Link: <https://cupnt.samarth.edu.in>) on before 29.03.2021.**
- Any type of corrigendum/addendum/amendments/notice/updation etc. related to this advertisement shall be uploaded on University websites www.cup.edu.in only. Further, the university will not send any further information/call letters by post/newspapers. CUPB will not be responsible for invalid/wrong email ID and Mobile No. mentioned by the candidates. Therefore, it is the responsibility of the candidate to mention correct contact details and regularly check their e-mail, SMS and CUPB websites: www.cup.edu.in for updates.
- Mere possession of eligibility conditions shall not entitle a candidate to be called for skill test/written test/ interview (as applicable).
- The date for determining the eligibility (i.e. age, qualifications and experience) of all candidates in every respect shall be the closing date of online applications as prescribed in the advertisement.
- A person registered as Overseas Citizen of India (OCI) card holder under section 7A of the Citizenship Act, 1955, is also eligible to apply.
- Any candidate belonging to SC/ST/OBC, who wish to apply for any unreserved post, will not be given any relaxation of marks (10th/12th/Degrees/Diploma/NET etc.) and age etc.
- University reserves the right to conduct skill test for any post, to which it deems fit.
- The posts, in which minimum qualification is graduation or above, the experience will be counted only after the date of fulfilling the minimum educational qualification as required for the post.
- The application for appointment on deputation may be forwarded by the employer along with the CR dossiers duly certified by the Competent Authority for the last 5 years through proper channel.
- Suppression of factual information, supply of fake documents, providing false or misleading information or any other undesirable action by the candidate shall lead to cancellation of his /her candidature. In case, it is detected at any point of time in future even after appointment that the candidate was not eligible as per the prescribed qualification, experience etc. which could not be detected at the time of written test/ interview due to whatever circumstances, his/her appointment shall be liable to be terminated forthwith as per this clause and also based on his/her undertaking.
- In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after the issue of appointment letter, the University reserves the right to modify/withdraw/cancel any communication made to the candidates.
- With regard to any ambiguity, relating to the recruitment rules in general and eligibility in respect of any post in particular, the decision of the Competent Authority shall be final.
- The University will get verified all the certificates in support of qualification, experience etc. submitted by candidates, from the issuing authority. If any document is found to be false/ fake/ incorrect/ *malafide* at any stage of verification before or after appointment, the document in question shall be summarily rejected and action may be initiated against the candidate for this misconduct including rejection of his/her candidature which shall lead to termination of his/her appointment, if already appointed.
- In case of selection, the appointment will be provisional and is subject to the community certificate being verified through proper channels. If the verification reveals that the claim of the candidate to belong to SC/ST/OBC (non creamy layer)/PWD is false, his/her services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of Indian Penal Code for production of false certificate.
- The appointment of a fresh candidate will be subject to police verification. In case, the report of the police with regard to his/her conduct, character, antecedents etc. is not found to be satisfactory, the provisional appointment shall be withdrawn/ cancelled/ terminated forthwith without notice.
- The selected candidate will also have to undergo a medical examination/ test to ascertain his/ her medical fitness for the post prior to joining. In case, he/ she is not found to be fit by the authorized medical authorities, the offer of appointment shall be treated as withdrawn. The persons already holding employment under Government or Autonomous Bodies/PSU, may submit Medical Fitness Certificate from any Government Hospital at the place of his/ her work duly countersigned by the Civil Surgeon or Chief Medical Officer of the concerned district.
- The terms and conditions of appointment/ Engagement shall be communicated in the "Offer of Appointment/ Engagement" to the Selected Candidates. If the candidate does not accept the terms and conditions mentioned in the offer of appointment/ engagement letter within the stipulated time period, the offer will be treated as withdrawn and no further communication shall be entertained in this regard.
- The probation period for the regular posts (wherever applicable) will be as per Cadre Recruitment rules. An employee will be considered for confirmation only if:
 - No one else holds a lien on the post on account of technical resignation, EOL etc.
 - The service of the employee have been found satisfactory.
 - A verification report about the character and antecedents of the employee is received from the district authorities.



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- d) A verification report of any other documents/certificates (as the university deems fit) have been obtained from the sources.
19. Nature of Duties: The selected candidate will be required to perform duties as per the rules of the University as amended from time to time. The University is free to assign any duty as per the exigency of the situation at any time even during non-working hours/ holidays which the employee has to perform without fail to avoid disciplinary action in this regard. The University administration notwithstanding the schedule of five-day week in its working may also direct any employee to work for six days in a week at its discretion depending upon the exigency of service and in the interest of the organization. However, it may be kept in view that the total number of working hours prescribed per week shall be equal to all the employees as per the Govt. of India rules.
 20. The selected person shall be required to arrange his/ her own accommodation as per his/ her convenience.
 21. The selected candidates, will be governed by the "National Pension System" (earlier known as 'New Pension Scheme') of the Govt. of India as applicable w.e.f. 01.01.2004. Those who are appointed on deputation, payment of both leave salary and pension contribution will be as per rules.
 22. The salary of eligible superannuated candidates, in case of selection on regular basis, will be fixed as per UGC letter No. F.71-6/2012(CU) Dated 03.04.2013
 23. The selected candidate shall be liable to serve anywhere under the jurisdiction of the Central University of Punjab.
 24. The selected candidates shall be governed by the Act/ Statutes/ Ordinances/ Regulations/ Rules governing the service conditions/ method of recruitments as amended from time to time and resolutions of the Executive Council of the university and rules of the Govt. of India such as DOPT rules, the CCS (Conduct) Rules, 1964 and CCS (CCA) Rule, 1965 etc. adopted by the University from time to time.
 25. Under the term 'good academic record' the candidate must have obtained at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's degree level, in the relevant subject or an equivalent degree from an Indian/Foreign University; and at least 50% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Bachelor's degree level or an equivalent degree from an Indian/Foreign University.
 26. Seven Point Scale for grading system is given below for information of all concerned with recruitment:

PERCENTAGE EQUIVALENCE OF GRADE POINTS
FOR A SEVEN POINTS SCALE
(Ref. UGC Regulations, 2010)

| Grade | Grade Point | % 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 | 00-24 |

27. Candidate will be required to produce all original certificates relating to his/ her age, qualification, experience and caste etc. at the time of document verification and/or interview. In case the candidate fails to submit the original documents for verification of the certified/ Xerox copies of the enclosures to his/ her application, he/she shall not be allowed to appear at the written test/interview and his candidature shall be treated as cancelled without any further communication in this regard.
28. The University reserves the right to fill or not to fill up the posts advertised for any reasons whatsoever. If any vacancy arises after recruitment to a particular post due to whatsoever reasons, the vacancy may be filled up from the panel of that post within a period of one year from the date of selection committee. In any case every panel shall be treated as invalid after one year w.e.f. the date of the meeting of the Selection Committee.
29. The University may draw reserve panel(s) against possible vacancies in future.
30. Number of posts advertised may be treated as tentative. The University shall have the right to increase/decrease/withdraw any post at any time before selection and make appointments accordingly.
31. The University reserves the right to reject any application without assigning any reason thereof.
32. If any advertisement for any post(s) is withdrawn due to whatever reasons, the application fee or any other fee collected from the candidates shall be refunded preferably within 60 working days.
33. The applicants serving in Government/Semi-Government organizations/Public Sector Undertakings/Autonomous Organizations submit their application through proper channel. However to avoid delay they may apply as an advance copy. The candidate who do not apply through proper channel must submit NOC from their employer at the time of interview, failing which their candidature will not be considered.



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34. In case of in-service candidates from private sector, relieving letter from the employer at the time of joining must be submitted.
35. Interim enquiries shall not be entertained.
36. Canvassing in any form on behalf of or by the candidate shall disqualify him/her from being considered.
37. Applicants are required to apply on separate online application form for each post by depositing fee @ Rs.600 through online mode only. Other mode of application fee will not be accepted. However, The SC/ST/PWD/Women candidates are exempted for application fee.
38. The reservations/relaxations to SC/ST/OBC/PWD Candidates will be provided as per the existing Govt. of India/UGC policy. The SC/ST/OBC/PWD candidates are required to attach the relevant certificate as per format prescribed by the Government of India. OBC certificate (Non Creamy Layer) should be issued on or after 01.04.2020.
39. Age relaxation to Govt. employees and Ex-serviceman will be as per Govt. of India rules. However, relaxation will be given in upper age limit of employees (contractual/regular) working/worked in CUPB equivalent to the period to service rendered at the CUPB upto a maximum of 5 years.
40. It is the responsibility of the candidate to assess his own eligibility for the post for which he/she is applying in accordance with the prescribed qualification, experience etc. In case the candidate who do not meet the minimum eligibility criteria and still apply will do so at their own risk and cost. Please note that the university is not responsible for incorrect entries and fee once paid will not be refunded in any circumstances.
41. Any change of address from the one given in the application form should be communicated to the university immediately.
42. The age of the superannuation for all the posts is as per UGC/GOI norms.
43. The candidate shall attend the interview at the designated place and time at his/her own expenses. However, the outstation candidates belonging to the SC/ ST/ PwD categories shall be reimbursed to and fro rail fare (as per GOI Rules) for self only for attending interview. In case any station is not connected by rail, ordinary bus fare (shortest route) shall be paid on production of ticket. However, fare for first 30 KM of the journey shall not be reimbursed. The above mentioned concessions shall not be admissible to those SC/ ST/ PwD candidates who are already in Central/ State Government Service/ or holding any other employment.
44. In case of disputes/suites or legal proceedings against the university, the jurisdiction shall be confined to the Court of Bathinda or Punjab and Haryana High Court Chandigarh only.
45. **Applications will be accepted online only. Application received through mode other than online portal, shall be rejected.**
46. **Hard copy of application will not be accepted.**
47. **For general queries, please contact:**

Incharge (Recruitment)
Central University of Punjab
City Campus, Mansa Road
Bathinda-151 001, India
Email: recruitment@cup.edu.in

48. **Last date for submission of Online application form is 29.03.2021 by 23:59:59 Hours**
49. Applications, received incomplete or without signature, fee and other enclosures, will be rejected.

DON'T SEND HARD COPY OF THE APPLICATION FORM TO UNIVERSITY

Registrar



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| | | |
|---|--|--|
| 1 | Name of the Post | FINANCE OFFICER |
| 2 | Number of Post | 01 (One) |
| 3 | Classification | Group-A |
| 4 | Scale of Pay | Pay Level 14 (Entry pay of Rs. 1,44,200/-) |
| 6 | Age limit for direct recruits | <i>Preferably below 57 years</i> |
| 7 | Education and other qualification required for direct recruits | <u>Minimum Qualifications:</u> i. Master's Degree with at least 55% of the marks or its equivalent grade of "B" in UGC seven point scale. ii. At least 15 years of experience as Assistant Professor in the AGP of Rs. 7000 and above or with 08 years of service in the AGP of Rs. 8000 and above including as Associate Professor along with experience in educational administration. <p style="text-align: center;">Or</p> Comparable experience in research establishment and / or other institutions of higher education. <p style="text-align: center;">Or</p> 15 years of administrative experience, of which 08 years should be as Deputy Registrar or an equivalent post. |

| | | |
|---|--|--|
| 1 | Name of the Post | CONTROLLER OF EXAMINATIONS |
| 2 | Number of Post | 01 (One) |
| 3 | Classification | Group-A |
| 4 | Scale of Pay | Pay Level 14 (Entry pay of Rs. 1,44,200/-) |
| 6 | Age limit for direct recruits | <i>Preferably below 57 years</i> |
| 7 | Education and other qualification required for direct recruits | <u>Minimum Qualifications:</u> i. Master's Degree with at least 55% of the marks or its equivalent grade of "B" in UGC seven point scale. ii. At least 15 years of experience as Assistant Professor in the AGP of Rs. 7000 and above or with 08 years of service in the AGP of Rs. 8000 and above including as Associate Professor along with experience in educational administration. <p style="text-align: center;">Or</p> Comparable experience in research establishment and / or other institutions of higher education. <p style="text-align: center;">Or</p> 15 years of administrative experience, of which 08 years should be as Deputy Registrar or an equivalent post. |

Note:

1. Appointment of Finance Officer and Controller of Examinations shall be made for a term of five years.
2. Finance Officer and Controller of Examinations shall be eligible for reappointment, provided that he/she shall retire on attaining the age of 62 years.



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| | | |
|---|--|---|
| 1 | Name of the Post | LIBRARIAN |
| 2 | Number of Post | 01 (One) |
| 3 | Classification | Group-A |
| 4 | Pay Level as per 7th CPC & Entry Pay | Academic Pay level 14 (Entry pay of Rs. 1,44,200/-) |
| 5 | Age limit for direct recruits | Preferably below 57 years |
| 6 | Education and other qualification required for direct recruits | Minimum Qualifications: 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. Link http://cup.edu.in/Recruitment/Non-Teaching/CUPB_18_19_002/Corrigendum/UGC-Regulation_min_Qualification_Jul2018.pdf |

| | | |
|---|---|---|
| 1 | Name of Post | Deputy Librarian |
| 2 | Number of Post (s) | 01 (One) |
| 3 | Classification | Group – A |
| 4 | Scale of Pay/Pay Band / Grade Pay | Academic Pay Level 12 (Entry Pay of Rs. 79,800/-) Academic Pay Level 13A (Entry Pay of Rs. 1,31,400/-) |
| 5 | Age Limit for Direct Recruits | 55 Years |
| 6 | Educational and other qualifications required for direct recruits | Minimum Qualifications: 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. Link http://cup.edu.in/Recruitment/Non-Teaching/CUPB_18_19_002/Corrigendum/UGC-Regulation_min_Qualification_Jul2018.pdf |

| | | |
|---|--|---|
| 1 | Name of the Post | ASSISTANT LIBRARIAN |
| 2 | Number of Post | 01 |
| 3 | Classification | Group-A |
| 4 | Scale of Pay | Academic Pay level 10 (Entry pay of Rs. 57700/-) |
| 5 | Age limit for direct recruits | Not Exceeding 35 years |
| 6 | Education and other qualification required for direct recruits | Minimum Qualifications: 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. Link http://cup.edu.in/Recruitment/Non-Teaching/CUPB_18_19_002/Corrigendum/UGC-Regulation_min_Qualification_Jul2018.pdf |

Note: The Selection Criteria for the post Librarian, Deputy Librarian and Assistant Librarian will be as per UGC regulation 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/University rules.



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| 1 | Name of the Post | MEDICAL OFFICER |
| 2 | Number of Post | 02 (Male-01, Female-01) |
| 3 | Classification | Group-A |
| 4 | Pay Level as per 7th CPC & Entry Pay | Pay level 10 (Entry pay of Rs. 56100/-) |
| 5 | Age limit for direct recruits | Not Exceeding 45 years for Direct Recruitment |
| 6 | Education and other qualification required for direct recruits | <p>Minimum qualifications:</p> <p>M.B.B.S. with at least 55% marks from a recognized university and 02 years experience as Medical Officer in a residential teaching institution or a hospital of repute.</p> <p style="text-align: center;">Or</p> <p>M.D./ M.S. in any Clinical Specialty.</p> <p>The candidate must be registered with Medical Council of India or State Council or will have to get registered before joining.</p> <p>Desirable:</p> <p>Candidate with Post-graduate qualifications will be preferred.</p> |