



झारखण्ड केन्द्रीय विश्वविद्यालय  
Central University of Jharkhand  
(Established by an Act of Parliament of India, 2009)

Advt. No.: CUJ/Advt./2024-25/02

Dated: 16<sup>th</sup> July, 2024

**ADVERTISEMENT**

**(NON-TEACHING POSITION AND OTHER ACADEMIC POST)**

Central University of Jharkhand (CUJ) invites online applications from eligible Indian nationals for direct recruitment/on deputation basis /on contract basis for Non-Teaching and Other Academic posts including backlog posts.

Following are the crucial dates for application:

Date of commencement of online application	16 <sup>th</sup> July, 2024
Last date of online application	15 <sup>th</sup> August, 2024
Last date of receipt of application along with all the self-attested enclosures.	25 <sup>th</sup> August, 2024

**DETAILS OF NON-TEACHING AND OTHER ACADEMIC POST**

Sl. No.	Name of Post	No. of Posts	Category	Pay Matrix As per 7th CPC [Pay Level and Pay Range]
1	Internal Audit Officer (on deputation basis)	01	01-UR	Level- 12 [78800– 209200/-]
2	Medical Officer (01-Male* and 01-Female) (on deputation /contract basis)	02	02-UR	Level-10 [56100-177500/-]
3	Assistant Librarian	01	01-PwBD category 'b' #	Academic Level-10 [57700-182400/-]
<b>TOTAL</b>		<b>04</b>	<b>-</b>	<b>-</b>

# The vacancy is reserved for PwBD (category 'b'), but if suitable candidates belonging to category 'b' do not become available, it shall be filled by a person with benchmark disabilities of categories 'a' 'c' 'd' & 'e', If no suitable candidates of categories 'a' 'b' 'c' and 'e' becomes available, the vacancy will be filled by a candidate other than bench mark disabilities i.e. as an UNRESERVED VACANCY. Hence, the candidates of PwBD categories and SC/ST/OBC/ EWS/Gen categories may also apply.

\*The appointment of Medical Officer (Male) is subject to outcome of court case.

The candidates who have already applied for the above positions (Internal Audit Officer (on deputation basis) and Medical Officer (Male\*)) against the Advt. No.: CUJ/Advt./2023-24/07 Dated: 19th September, 2023 are required to apply afresh. However, they are not required to deposit the Registration fee.

<b>UR</b>	Unreserved	<b>SC</b>	Scheduled Caste	<b>ST</b>	Scheduled Tribe
<b>OBC</b>	Other Backward Class	<b>EWS</b>	Economically Weaker Section		
<b>PwBD Category 'b'</b>	Person with Banchmark Disability - Deaf & Hard of hearing				

**DETAILS OF QUALIFICATION AND OTHER REQUIREMENTS ETC.:**

1	Name of Post	<b>Internal Audit Officer (on deputation basis) (01-UR)</b>
2	Internal Audit Officer (on deputation basis)	By drawing officers belonging to Audit and Accounts Services or other similar organised Accounts Services in Central / State Govt., holding analogous posts on regular basis. <b>OR</b> With three years regular service in Level 11 or equivalent in the area of Audit and Accounts in any Govt. Department/ Autonomous Bodies. <b>OR</b> With five years regular service in Level 10 or equivalent in the area of Audit and Accounts in any Govt. Department/ Autonomous Bodies. <b>Age – 56 Years</b>

1	Name of Post	<b>Medical Officer (01-Male* and 01-Female ) [02-UR] (on deputation)</b>
2	Medical Officer (01-Male* and 01-Female) (on deputation)	<p>Medical Officer of the State Government/ Semi Government/ PSU/ Statutory or Autonomous Organisation/ University System/ Government Hospital or Hospital recognized by the Government or corporate hospital having Post Graduate degree in Medicine from a recognized Institution by the Medical Council of India.</p> <p style="text-align: center;"><b>OR</b></p> <p>Medical Officer of the State Government/ Semi Government/ PSU/ Statutory or Autonomous Organisation/ University System/ Government Hospital or Hospital recognized by the Government or corporate hospital having MBBS degree recognized by Medical Council of India with relevant working experience of two years.</p> <p><b>Desirable:</b> For the post of Female Medical Officer - one year hospital experience in Obstetrics and Gynaecology.</p>
3	Age Limit	56 years
4	Salary	Level-10, Rs.56100-177500/-
5	Period of engagement	The period of deputation initially shall be for a period of three years, which may further be extended for a maximum period of two years on mutual consent of University and the Parent organization. <b>However, Medical Officer (Male) the appointment is subject to outcome of court case in the matter.</b>

**Note: If, sufficient number of application for Medical Officer (Male and Female) not received, Medical Officer (01-UR Male\* and 01-UR Female) shall be filled on contract basis with following qualifications.**

**Essential Qualification/Desirable:**

**Essential:**

MBBS recognized by Medical Council of India with relevant working experience of two years in Government Hospital or Hospital recognized by the Government or corporate hospital.

**Desirable:**

Post Graduate in Medicine from a recognized Institution by the Medical Council of India **OR** one year hospital experience in Obstetrics and Gynecology.

**Age Limit:** 67 Years as on last date of application.

1	Name of Post	<b>Assistant Librarian 01-PwBD category 'b' #</b>
2	Age Limit for Direct Recruits	40 Years
3	Educational and other qualifications	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>i. A Master's degree in Library Science, Information Science or Documentation Science or an equivalent professional degree, with at least 55% of marks (or an equivalent grade in a point-scale wherever grading system is followed).</li> <li>ii. A consistently good academic record with knowledge of computerization of a library.</li> <li>iii. Besides fulfilling the above qualification the candidate must have cleared National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph.D. degree in accordance with the "University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be:</li> </ol> <p><i>Provided that the, candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree, and such Ph.D.</i></p>

		<p>candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges / Institutions subject to the fulfilment of the following conditions:</p> <p>a) The Ph.D. degree of the candidate has been awarded in regular mode;</p> <p>b) The Ph.D. thesis has been evaluated by at least two external examiners;</p> <p>c) Open Ph.D. viva voce of the candidate has been conducted;</p> <p>d) The candidate has published two research papers from his/her Ph.D. work out of which at least one must be in a refereed journal;</p> <p>e) The candidate has presented at least two papers based on his/her Ph.D. work in conferences/ seminars sponsored/ funded/ supported by the UGC/ ICSSR/ CSIR or any similar agency.</p> <p><b>Note:</b></p> <p>(i) The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.</p> <p>(ii) NET/SLET/SET shall also not be required for such Masters Programmes for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.</p>
4	Period of probation	1 Year

### GENERAL TERMS & CONDITIONS

1. Candidates who wish to apply for more than one post will be required to submit separate online applications along with separate online application processing fees.
2. The Experience and Qualification will be reckoned as on last date of submission of online application. Applicants applying for the post of Internal Audit Officer (on deputation basis) are advised to submit the applications to the University well in advance without waiting for the last date to avoid postal delay or any delay due to other unforeseen events or circumstances. The University shall not be responsible for any postal delay at any stage.
3. Applicants are advised to submit the documents related to their Change of Name (if applicable) (i.e. Marriage Certificate, Gazette for Name Change, Aadhar Card).
4. The experience shall be reckoned after passing of the essential qualification.
5. Applicants must produce original testimonials, certificates / educational qualifications and other documents at the time of document verification/interview.
6. The University may conduct written test for recruitment for some position or all the positions at the discretion of the University. The details viz., scheme of examination, syllabus etc. will be uploaded in the University website in due course.
7. The applicants must ensure that he / she fulfils the eligibility conditions for the post applying for.
8. The University shall verify the antecedents and documents submitted by candidates at any time, at the time of appointment or during the tenure of service. In case it is detected that the documents submitted by the candidates are fake or the candidates have undesirable clandestine antecedents background and have suppressed the said information, his / her services shall be liable to be terminated.
9. 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, the University reserves the right to modify / withdraw / cancel any communication made to the candidates.
10. The reservations / relaxations for Ex-serviceman will be as per the existing Govt. of India rules.
11. Age relaxation as per Government of India rules.
12. Reservations for SC, ST, OBC, EWS and Persons with Benchmark Disabilities will be as per existing Government of India norms as amended from time to time. Candidates applying for the reserved posts should clearly state to which category they belong.
13. Candidates seeking reservation under SC/ST/OBC/EWS category are required to submit certificate on the format prescribed by the Government of India, Department of Personnel & Training.
14. **In case of candidates want to claim benefits under the Persons with Benchmark Disabilities (PwBD) category, the candidates' relevant disability should not be less than 40%. Proof to this effect, must be**

**submitted as per the format prescribed by the Govt. of India without which the application will be treated as 'General (unreserved)'**

15. The University reserves the right to restrict the candidates to be called for interview to a reasonable number on the basis of qualifications and experience higher than the minimum prescribed as decided by duly constituted Screening Committee(s) and approved by the competent authority. Call letters for attending interview will be sent only to the short-listed candidates by E-mail. No correspondence will be entertained with the applicants who are not short-listed to be called for interview.
16. Mere fulfillment of the qualification or the eligibility criteria does not entitle an applicant to be necessarily considered for all written test/ interview. The University reserves the right to restrict the candidates to be called for interview to a reasonable number on the basis of qualifications and experience higher than the minimum prescribed as decided by duly constituted Screening Committee(s) and approved by the competent authority. Call letters for attending interview will be sent only to the short-listed candidates by E-mail. No correspondence will be entertained with the applicants who are not short-listed to be called for interview. Hall Tickets / Call letters and other correspondence for attending the written examination etc. will be sent only to the eligible candidates by email only
17. Canvassing in any form on behalf of or by any candidate will disqualify him / her from being considered.
18. Applicants who are in Government employment/PSUs/ Government autonomous institutions/ Central and State Govt. undertakings are advised to upload further the No-objection-Certificate in the prescribed format **Annexure –I** for Direct Recruitment and **Annexure – II** for Deputation. In case the applicants are in service and delay is expected in getting endorsement of the employer concerned on the original application, the applicants may submit an advance copy of the application along with all enclosures directly.
19. The period of deputation initially shall be for a period of three years, which may further be extended for a maximum period of two years on mutual consent of University and the Parent organization.
20. The application for appointment on deputation shall be forwarded by the employer along with the Annual Performance Appraisal Reports (APARs)/ ACR for the preceding five years and Vigilance Clearance Certificate, duly certified by the Competent Authority.
21. Candidate applying for the post of Assistant Librarian with Ph.D. Degree awarded in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulation, 2009 or 2016 are required to submit a certificate in the prescribed format (Appendix-A) from the concerned University to the effect that their Ph.D. degree is compliant of 'UGC (Minimum standards and procedure for awards of M.Phil./Ph.D degree) Regulation 2009.
22. Candidate applying for the post of Assistant Librarian registered for the Ph.D. programme prior to July 11, 2009, shall submit a certificate in the prescribed format (**Appendix-B**) from concerned University/Institute in accordance with the University Grants Commission 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 (3<sup>rd</sup> Amendment), Regulation, 2016.
23. The panel of selected waitlisted candidates will be valid for one year from the date of approval of the competent authority.
24. The candidates selected shall be appointed under a written contract as per University norms.
25. The candidates selected for the post shall be required to serve at any place / department / centre as notified by the Central University of Jharkhand.
26. The recruitment to the advertised posts shall be carried out in accordance with the prevalent University rules and regulations framed from time to time.
27. All the appointees including the in-service candidates shall be governed by the National Pension Scheme (NPS) introduced by Govt. of India in case of direct recruitment.
28. The University reserves the right:
  - a) To withdraw the advertisement either partly or wholly at any time without assigning any reason to this effect.
  - b) To fill or not to fill up some or all the posts advertised for any reasons whatsoever.
  - c) To increase / decrease the number of posts after due procedure as per directions of UGC from time to time.
29. No TA / DA will be paid for attending interview. However, for outstation SC / ST / PwBD candidates“ second-class single railway to and for fare on shortest route will be reimbursed after attending the interview. This is not admissible to SC / ST / PwBD candidates who are already employed in the Central / State Government services / Autonomous bodies, etc.

30. The University will not be responsible for any postal delay, loss of e-mail, loss of any communication due to wrong address provided by the candidates.
31. In case of any dispute / ambiguity that may occur in the process of selection, the decision of the Vice-Chancellor, Central University of Jharkhand in all matters relating to eligibility, acceptance or rejection of applications, mode of selection/interview will be final and no query or correspondence will be entertained in this connection from any individual or his / her agency.
32. Candidates, who have obtained degrees or diplomas or certificates for various courses from any Institution declared fake / derecognised by the University Grants Commission, New Delhi shall not be eligible for being considered for recruitment to the posts advertised.
33. The character of a person for recruitment to the service must be such as to render him/her suitable in all respect for appointment to the service. Persons dismissed by the Union Government or by a State Government or by a Local Authority or a Government Corporation owned or controlled by the Central Government or State Government will be deemed to be ineligible for appointment.
34. No person shall be recruited unless he/she is in good mental and physically fit and free from any physical defect that is likely to interfere with the efficient performance of his official duties except PwBD (Divyang Candidates). If selected and appointed, he/she shall be required to produce a medical fitness certificate from Competent Authority as specified by the university.
35. Errors and omissions in notification and selection process are subject to corrections as per rules and regulations of University / UGC / GOI.
36. One of the referees should be from the organization where the candidate is presently working.
37. Acceptance of documents submitted by an applicant shall be subject to verification by the competent authority at any point of time even after joining the employment. If any document is found to be false/fake/incorrect either before or after appointment, the document shall be summarily rejected or action may be initiated against the candidate which shall lead to cancellation of his appointment, as the case may be.
38. The persons appointed against any post shall be governed by the Act/Statutes/Ordinance/Rules of the University and also the CCS (Conduct) Rules, 1964, CCS (CCA) Rule, 1965 or any other rules of the Government of India, as amended from time to time and any other rule/resolution prescribed specifically for maintaining the conduct of the employees by the Executive Council of the University.
39. The person appointed on deputation basis shall be governed in terms of Government of India, Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training OM No. 6/8/009-Estt. (Pay II) dated 17<sup>th</sup> June, 2010 and clarifications issued thereunder.
40. Candidates in their own interest are advised to remain in touch with the University website [www.cuj.ac.in](http://www.cuj.ac.in) they should also regularly check their email account for updates. Amendments / changes if any in the advertisement shall be published only on the university website [www.cuj.ac.in](http://www.cuj.ac.in).
41. The terms and conditions of appointment shall be communicated to the candidate in the form of “offer of appointment” to selected candidates. If the candidate does not accept the terms and conditions mentioned in the offer of appointment within the stipulated time, the offer shall be treated as withdrawn.
42. In case of any dispute, suit or legal proceeding against the University, the jurisdiction shall be restricted to Hon’ble High Court of Ranchi, Jharkhand.
43. The online applications processing fee is non-refundable, and no enquiries will be entertained in this regard by the University.
44. **Application fees and application form(s) are to be submitted as per details given below:**

**APPLICATION FEE:**

Category	Fee in Rs.
General/OBC/EWS	Rs. 1000/-
SC / ST / PwBD / Ex-Servicemen / Women	Exempted

**Terms and conditions: Medical Officer (Male\* and Female) on contract basis.**

1. **Consolidated Remuneration:** Rs. 73,000/- (Rupees seventy three thousand only) per month. No other allowances shall be admissible. In case of retired persons, a fixed monthly remuneration shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement subject to a maximum of Rs. 73,000/- (Rupees seventy three thousand only)
2. **Period of engagement:** The engagement to the above post shall be purely on contract basis initially for a period of 11 months which may be extended subject to requirement and satisfactory performance.

3. Engagement of **Medical Officer (Male and Female)** shall be on full time basis and his/her place of work will be the campus(es) of Central University of Jharkhand, Ranchi viz, Ratu-Lohardaga Road, CIT Campus, Brambe, Ranchi and/ or Village Cheri Mantu, P.O. – Kamre, P.S. Kanke, Ranchi.
4. The experience and age shall reckoned as on the date of Interview.
5. The **Medical Officer (Male and Female)** shall be required to discharge the duties as assigned to him by the University.
6. The **Medical Officer (Male and Female)** will be required to maintain decorum, discipline as expected of a Central Government Officer.
7. The engagement under the contract is purely temporary in nature and no claim shall lie for regular employment on that basis at any stage or for pay and perks payable to regular employees.
8. No other allowance or benefit is admissible.
9. Candidates selected for the post shall be engaged subject to their being found medically fit, completion of verification of documents and acceptance of Terms and Conditions of Contract and Code of Conduct.
10. The contract can be terminated by either side by giving notice for a period of one month in lieu thereof without assigning any reason. The contract, however, can be terminated without any by the University, if at any time the conduct, performance, activities of the individual are found detrimental to the interests of the University.
11. The **Medical Officer (Male and Female)** shall not be eligible for any other facilities such as Medical reimbursement, transport facilities etc.
12. No TA/DA or accommodation shall be provided for attending the interview.

**Note:** Candidates applying for the post of **Internal Audit Officer** (on deputation basis) need to send hard copy of printout of online application form along with all self-attested copies of certificates / educational qualification / experience / testimonials and other requisite documents in support of eligibility. Incomplete application in any respect will not be considered.

**How to Apply:-**

Interested candidates have to submit the **ONLINE APPLICATION FORM** made available in the university website following the instructions given therein before the last date of application.

The hard copy of application alongwith:

- Self attested copies of the certificates for age proof, qualifications, experience, caste etc.;
- No Objection Certificate (**Annexure –I** or **Annexure –II** whichever is applicable).
- The candidates applying on deputation basis copies of the Annual Performance Appraisal Report (APAR) for the last five years (duly attested by the competent authority).

**To,**

**The Recruitment Cell**

**Central University of Jharkhand**

**Cheri-Manatu Campus, P.O.- Kamre**

**P.S. - Kanke, Ranchi-835222**

**(Jharkhand)**

**IMPORTANT NOTE:-**

1. Candidates are required to mention Advertisement No., Advertisement Date, Name of the post in which post for on the top of the envelope.
2. Corrigendum / Addendum, if any, will be made only in the University website. Hence, all the applicants are advised to visit the University website regularly.
3. For query, if any, please write to [non-teaching.recruitment@cu.j.ac.in](mailto:non-teaching.recruitment@cu.j.ac.in) mentioning name of the post.

\*\*\*\*\*

**Sd/-  
REGISTRAR**

**NO OBJECTOIN CERTIFICATE: IN OFFICE LETTER HEAD**

The applicant Dr./Mr./Mrs./Ms. \_\_\_\_\_ who has submitted this application for the post of \_\_\_\_\_ in the Central University of Jharkhand, has been working in this organization namely \_\_\_\_\_ in the Post of \_\_\_\_\_ in a temporary /contract/ Permanent capacity with effect from \_\_\_\_\_ in Pay Level \_\_\_\_\_. He /She is drawing a basis pay of \_\_\_\_\_. His /Her next increment is due on \_\_\_\_\_.

Further, it is Certified that no vigilance case or disciplinary proceedings or criminal proceeding is either pending or contemplated against the said applicant. There is no objection for his/her application being considered by the Central University of Jharkhand.

**(Signature of the forwarding officer)**

**Name:** \_\_\_\_\_

**Designation:** \_\_\_\_\_

**Place:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**(Seal)**

**Note: The NOC form shall be uploaded in the space provided with the online application form.**

**Certificate by the Employer / Cadre Controlling Authority**

The information details provided in the above application by the applicant are true and correct as per the facts available on records. He/She possesses educational qualifications and experience mentioned in the advertisement. If selected he/she will be relieved immediately.

2. Also Certified that

(a) There is no vigilance or disciplinary case pending / contemplated against Shri/Smt.

.....

(b) His/Her integrity is certified.

(c) His / her ACR /APAR Dossier in original is enclosed /Photocopied of the ACR / APAR for the last 05 years duly attested by an officer of the rank of or equivalent Under Secretary of the Govt. of India or above are enclosed.

(d) No major / minor Penalty has been imposed on him/ her during the last 10 years or a list of major / minor penalty imposed on him /her during the last 10 years is enclosed (as the case may be).

**Signature .....**

**(Designation /Seal of the forwarding authority)**

**Email Id:-.....**

- Encl:**
1. ACR /APAR dossiers for the last five years.
  2. Integrity Certificate.

**Caution:** Any information suppressed or falsely given will render the applicant liable to disciplinary action, besides summary rejection of his application.