



# GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

(Established by Government of NCT of Delhi)  
Sector-16 C, Dwarka, New Delhi – 110 078, India

[www.ipu.ac.in](http://www.ipu.ac.in)

## EMPLOYMENT NOTICE

Guru Gobind Singh Indraprastha University is a dynamic growth oriented organization established to facilitate and promote studies and research in emerging areas of higher education with focus on professional education. The University imparts education in the field of Engineering, Science, Technology, Management, Law, Architecture, Humanities & Social Sciences etc., at the Graduate, Post-Graduate, and Doctorate Level under its various Schools. The University proposes / invites applications, on the prescribed format, to fill up the following **Post purely on Contract basis for Centre for Disaster Management Studies (CDMS), for a period of one year or till vacant post is utilized for direct recruitment, whichever is earlier:**

### Eligibility qualifications & experience:

S.No.	Designation	No.of Posts	Pay	Educational Qualification and Experience
1	Consultant (On Contract)	01	Consolidated Salary as per University norms	(a)(i) Ph.D with Master's degree in Geoinformatics/Remote Sensing with at least 55% marks or equivalent grade of 'B' in the UGC seven point scale. (ii) Six years administrative experience as Assistant Registrar <b>OR</b> * Nine years experience as Assistant Professor (Lecturer) in a College/University with experience in educational administration and/or other institutions of higher education/comparable experience in the research establishment <b>OR</b> (b) (i) Master's degree in Geoinformatics/Remote Sensing with at least 55% or its equivalent Grade of 'B' in the UGC seven point

				<p>scale.</p> <p>* (ii) Ten years experience at the level of Assistant Registrar or equivalent post in educational administration/comparable experience in the research establishment and/ or other institutions of higher education or Central/State Govt.</p> <p><b>*Note:</b> Experience includes- Working experience towards application of Geoinformatics/ Remote Sensing in the field of Disaster Management, Climate Change, Natural Resource Management, Urban Resilience Planning with focus on Flood, Transportation Planning, Land Information System and Spatial Data Infrastructure.</p>
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**Registrar**

### Terms & Conditions

1. The appointment shall be purely on contract basis for a period of one year or till vacant post is utilized for direct recruitment, whichever is earlier
2. The appointment can be discontinued with one month notice by either side without assigning any reason. Also the appointee shall not have any claim whatsoever for regular appointment or any position on the basis of contractual appointment or for continuing contractual appointment and may be terminated even when a regular post is lying vacant.
3. No column of application should be left blank. Strike out those columns, which are not applicable.
4. All applicants who are presently employed in Government/Semi Govt./Public Sector Undertaking/University/Recognized Educational Institute etc. should apply through proper channel enclosing a certificate from that Government organization stating that no Vigilance or Disciplinary case was pending or contemplated against them and submit their 'No Objection Certificate' alongwith Vigilance Clearance at the time of interview, if not submitted earlier. However, those in private employment may submit application directly. Failure to provide the same shall make them ineligible for consideration to the post. Application received late shall not be entertained and delay in transit shall be the responsibility of applicant.
5. The educational qualification, experience and other conditions of eligibility as stipulated against the above post shall be determined as on the closing date of receipt of applications.
6. Fulfillment of conditions of minimum qualification shall not necessarily entitle any applicant to be called for further process of recruitment.
7. Application Form must also be accompanied by attested copies of all Educational and Professional Qualifications, Experience Certificates. An application, without the said documents is likely to be rejected during the course of screening.
8. In case of large number of applicants, University reserves the right to short-list applicants in any manner as may be considered appropriate and no reason for rejection shall be communicated.
9. The University reserves the right to fill or not to fill post advertised, no correspondence, whatsoever, will be entertained from the candidates regarding postal delays, conduct, result and reason for not being shortlisted.
10. The number of post may vary at the discretion of the University. The University reserves the right not to fill the post advertised, if the circumstances so warrant.
11. The University reserves the right to withdraw advertised post at any time without assigning any reason. Any consequential vacancies arising at the time of Interview may also be filled up from the available candidates.
12. Full name may be mentioned in application form. If there was change of name at any stage of time, original name may also be mentioned.

13. Employment of the University shall be governed by the rules and regulations, service conditions, as may be notified by the University from time to time.
14. No applicant having more than one living wife/husband is eligible for appointment.
15. Incomplete/unsigned application /application without photograph/application not in prescribed proforma and those received in University after closing date shall be rejected without assigning any reason.
16. 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.
17. Candidature of applicant shall be subjected to verification of testimonials at a subsequent stage.
18. The candidate should not have been convicted by any court of law.
19. No TA/DA shall be payable to applicant for any journey performed for attending the test/ interview.
20. Canvassing in any form shall be treated as disqualification.
21. No enquiry personal or in writing for recruitment shall be entertained.
22. Any dispute, if any, with regard to this recruitment will be subject to the Courts/Tribunals having jurisdiction over Delhi.
23. The application, on the prescribed form, duly filled in, complete in all aspects, should be submitted in the University or sent by Speed-post, so as to reach to the **Joint Registrar (Personnel), Room No. 117, Administrative Block, Guru Gobind Singh Indraprastha University, Sector-16C, Dwarka, New Delhi-110078 latest by 28<sup>th</sup> May 2018 (Monday)**. The University will not be responsible for any postal delay or loss.
24. The envelope containing application should be superscribed as "Application for the post of Consultant (on Contract) in CDMS".
25. The candidates are required to carry their original certificates and attested experience certificates from their employer alongwith a copy of self attested certificates for the interview. Candidates are advised to visit the University website i.e. [www.ipu.ac.in](http://www.ipu.ac.in) for further updates.



14. Educational Qualifications:

Examination	University/ Board	Year of Passing/ Award	Division	% age of marks/ grade	Subjects
Metric /SSC/ 10 <sup>th</sup> Class					
10+2 or equivalent					
<b>Graduation</b> Specify name of degree .....					
<b>Post Graduation</b> Specify name of degree. .....					
M. Phil			** Title of Ph.D. Thesis		
Ph. D. **					
Any other					

15. Date of submission of Ph.D. Thesis :   (Day)   (Month)     (Year)

16. i) Month & year of passing of NET//GATE or similar test : (Month)   (Year)

ii) Roll No.:

iii) Council of Architecture Registration No. (if applicable) \_\_\_\_\_

17. Field of specialization: \_\_\_\_\_

18. Experience (Please start with the latest):

Name of the institution/ organization	Post held	Pay scale/ Pay Band with AGP	Last basic pay (in Rs.)	Period		Nature of work	Reasons for leaving (wherever applicable)
				From	To		

19.

Language(s) Known (Please tick)	Read	Write	Speak
(i) Hindi			
(ii) English			
(iii)			
(iv)			

20. Present Basic Pay: Rs. \_\_\_\_\_ in the Pay Scale of Rs. \_\_\_\_\_

21. Basic Pay acceptable: Rs. \_\_\_\_\_

22. Period required for joining, if selected: \_\_\_\_\_

23. Any other relevant information you wish to give in support of your candidature:

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24. Name and address of two persons (other than relatives) to whom references can be made:

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2.

25. Certified that the information given by me in this application form is complete and correct to the best of my knowledge &amp; belief and nothing has been concealed there from. I also understand that in case any information is found to be false, my services shall be liable to be terminated without notice.

I have read the instructions and guidelines issued for the candidates.

**Date:****Place:****Signature of the candidate**

26. Recommendation of the employer (to be submitted by those who are in employment) – (if applicable)

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**Date :****Place:****Signature & Seal of the employer**