

बाबासाहेब भीमराव अम्बेडकर विश्वविद्यालय

(केन्द्रीय विश्वविद्यालय)

विद्या विहार, रायबरेली रोड, लखनऊ-226025

BABASAHEB BHIMRAO AMBEDKAR UNIVERSITY

(A Central University)

Vidya Vihar, Rae Bareli Road, Lucknow-226025

Ph.: 0522-2440822 Fax: 2441888 E-mail: registrar@bbau.ac.in, Web: www.bbau.ac.in

All earlier advertisements related to below mentioned Non-Teaching positions of the university stands cancelled. Accordingly, those candidates who have applied earlier for the posts need to apply afresh. **(See Addendum, Ref. No. 3428/BBAU/2017, dated 13/01/2017).**

Online fresh applications are invited from Indian citizens in the prescribed format for the following Non-Teaching positions of the University and its Satellite Campus at Amethi.

I. NAME OF POST, CATEGORY, PAY SCALE AND AGE LIMIT

Non Teaching Posts of the University				
Advertisement No.	Name of Post	Category	Pay Band / Grade Pay (Rs.)	Age Limit
11A/BBAU/NT/2017	Deputy Registrar	02 (UR)	15600-39100+GP-7600	50 years*
11B/BBAU/NT/2017	Senior Assistant	01 (UR)	9300-34800+GP-4200	40 years*
11C/BBAU/NT/2017	Nurse	01 (UR)	9300-34800+GP-4200	30 years*
11D/BBAU/NT/2017	Technical Assistant	01 (UR)	5200-20200+GP-2800	32 years*
11E/BBAU/NT/2017	Lower Division Clerk	03 (UR-02, VH-01)	5200-20200+GP-1900	28 years*
11F/BBAU/NT/2017	Junior Engineer (Civil) (Temporary but likely to be permanent)	01 (UR)	9300-34800+GP-4200	32 years*

Non Teaching Posts for Media Centre of the University				
Advertisement No.	Name of Post	Category	Pay Band / Grade Pay (Rs.)	Age Limit
12A/BBAU/NT/2017	Producer	03 (UR)	15600-39100+GP-5400	40 years
12B/BBAU/NT/2017	Junior Research Officer	01 (UR)	15600-39100+GP-5400	40 years
12C/BBAU/NT/2017	Cameraman	03 (UR-02, SC-01)	9300-34800+GP-4600	32 years
12D/BBAU/NT/2017	Production Assistant	02 (UR)	9300-34800+GP-4200	30 years
12E/BBAU/NT/2017	Technical Assistant	01 (UR)	9300-34800+GP-4200	30 years
12F/BBAU/NT/2017	Graphic Artist	01 (UR)	9300-34800+GP-4600	32 years
12G/BBAU/NT/2017	Technician	03 (UR)	5200-20200+GP-2400	30 years

Non Teaching Posts for Satellite Campus of BBAU at Amethi				
Advertisement No.	Name of Post	Category	Pay Band / Grade Pay (Rs.)	Age Limit
13/BBAU-Amethi/NT/2017	Assistant Registrar	01 (UR)	15600-39100+GP-5400	40 years

* - Departmental Candidates are relaxed, no age bar for BBAU Departmental Candidates.

UR: Un-Reserved, OBC: Other Backward Classes, SC: Scheduled Caste, ST: Scheduled Tribe
OH: Orthopedically Handicapped; VH- Visually Handicapped; HH- Hearing Handicapped.

II. ESSENTIAL AND DESIRABLE QUALIFICATIONS

Non Teaching Posts of the University

S. No	Name of Post & Category	Essential Qualifications	Desirable
1.	Deputy Registrar – 02 (UR)	<ul style="list-style-type: none"> A Master's Degree with at least 55% marks or its equivalent grade of B in the UGC seven point scale. 55% marks shall not be insisted for the candidates already working in university systems. <p style="text-align: center;">And</p> <ul style="list-style-type: none"> 9 years of experience as Lecturer in a college or university with experience in educational administration <p style="text-align: center;">or</p> <ul style="list-style-type: none"> Comparable experience in research establishment and / or other institutions of higher education. <p style="text-align: center;">Or</p> <ul style="list-style-type: none"> 5 years of administrative / financial experience as Assistant Registrar or an equivalent post. 	Knowledge of working in computerized environment.
2.	Senior Assistant – 01 (UR)	<ul style="list-style-type: none"> Graduation Degree with at least 55% marks or its equivalent grade. For departmental candidates, only graduation degree is required. 	Knowledge of working in computerized environment.
3.	Nurse - 01 (UR)	<ul style="list-style-type: none"> B.Sc. (Nursing) Degree <p style="text-align: center;"><i>or</i></p> <ul style="list-style-type: none"> Nursing Diploma with 2 years working experience in any recognized hospital / clinic. 	Minimum two years experience in any recognised hospital / clinic.
4.	Technical Assistant – 01 (UR)	<ul style="list-style-type: none"> Graduation with relevant science subject with at least 50% marks or its equivalent grade from a recognized University/Institution. <i>(For departmental candidates, only graduation degree in science subjects is required.)</i> 3 years of experience in a laboratory. 	Knowledge of working in computerized environment.
5.	Lower Division Clerk- 03 (UR-02, VH-01)	<ul style="list-style-type: none"> Graduation or its equivalent with at least 50% marks or its equivalent grade from a recognized University or Institution. Typing speed of 30 w.p.m. in English and / or 25 w.p.m. in Hindi with knowledge of working with computer. 	-
6.	Junior Engineer (Civil) - 01 (UR) <i>(Temporary but likely to be permanent)</i>	<ul style="list-style-type: none"> Degree / Diploma in Engineering with at least 55% marks or its equivalent grade from a recognized University / Institution. 3 years of relevant working experience in an established organization. 	Knowledge of working in computerized environment.

Non-Teaching Posts for Media Centre of the University

S. No	Name of Post	Essential Qualifications	Desirable
7.	Producer - 03 (UR)	<ul style="list-style-type: none"> Master's Degree in any subject OR Bachelor's Degree in Engineering with 3 years experience in video production or direction preferably in Educational TV OR PG Diploma in direction from FTII or equivalent qualification OR Master's Degree in Communication and 2 years experience in video production preferably in Education TV. 	-
8.	Junior Research Officer - 01 (UR)	<ul style="list-style-type: none"> Master's Degree in any subject or Bachelor's Degree in Engineering with 2 years experience in video production related research. 	UGC-NET
9.	Cameraman – 03 (UR-02, SC-01)	<ul style="list-style-type: none"> H.S.C. (12th) and Diploma in Video Production / Cinematography from a recognized institute OR H.S.C. with 3 years experience in broadcast quality video camera work. 	-
10.	Production Assistant- 02 (UR)	<ul style="list-style-type: none"> Master's Degree in any subject or Bachelor's Degree in Engineering with 1 year experience in video production OR Master's Degree in Communication or equivalent degree with specialization in production. 	-
11.	Technical Assistant – 01 (UR)	<ul style="list-style-type: none"> H.S.C. (12th) and Diploma (3 year structure) in Electronics from recognized institute or equivalent qualification and 1 year experience in operation / maintenance of video equipment OR S.S.C. (10th) plus Diploma (3 year structure) in Electronics from a recognized institute and 3 year experience in operation / maintenance of video equipment. 	-
12.	Graphic Artist – 01 (UR)	<ul style="list-style-type: none"> Diploma in Applied Art from a recognized institute (5 years structure after 10th) OR Degree in Applied Art or equivalent qualifications desirably with experience in computer graphics OR Graduate Degree with recognized diploma in computer graphic with 3 years experience. 	-
13.	Technician - 03 (UR)	<ul style="list-style-type: none"> S.S.C. (10th) with ITI or equivalent certificate in video / audio / electronics trade / Air-conditioning and 2 years experience in relevant field. 	-

Non Teaching Posts for Satellite Campus of BBAU at Amethi

14.	Assistant Registrar – 01 (UR)	<ul style="list-style-type: none">• Good Academic record plus Master's Degree with at least 55% marks or its equivalent grade of B in the UGC seven point scale. 55% marks shall not be insisted for the candidates already working in university system. and 3 years of experience of supervisory nature in administrative matter in a university / research / establishment / other institution of higher education in the PB-2 with GP 4600.	Knowledge of working in computerized environment.
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(See Addendum, Ref. No. 3428/BBAU/2017 dated 13/01/2017)

HOW TO APPLY

1. For general terms and conditions, procedure for filling application form and other important information etc., please visit University website www.bbau.ac.in
2. The eligible and interested persons are required to submit on-line applications at University website www.bbau.ac.in. **The last date for applying online is 03/02/2017 (05:00 P.M.).**
3. **Online Non Refundable Application Fee is Rs 1500/- (Rs. 750/- for SC/ST/PH candidates).**
4. Applicants are required to send **Hard copy** of the duly filled online application form along with proof of payment of fees and other relevant documents in support of qualification, experience, etc. to **Registrar, BBAU** on the below mentioned address, failing which their candidature will not be considered. **The last date of receiving hard copy is 10/02/2017 (05.00 PM).**
5. Candidates already working in Central University / State University / Deemed University / Government Department / PSU / Autonomous bodies, etc. must send hard copy of the online application form along with all relevant documents through proper channel also.
6. The candidates are requested to read **General Instructions and Essential Information section carefully before filling up the Online Application Form.**

Address for Correspondence:

Registrar

Babasaheb Bhimrao Ambedkar University
(A Central University)
Vidya Vihar, RaeBareli Road, Lucknow - 226025

Registrar

GENERAL INSTRUCTIONS & ESSENTIAL INFORMATION

1. The University reserves the right to:
 - (a) Withdraw any advertised post(s) under any category 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. The number of positions is thus open to change.
 - (b) Offer the post at a level lower than that advertised, depending upon the qualifications, experience and performance of the candidate;
 - (c) Draw reserve panel (s) against the possible vacancies in future;
 - (d) Increase or decrease post under any category or not to fill up any of the positions.
2. Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualification/experience laid down for the post. It is the responsibility of the candidate to assess his / her own eligibility for the post.
3. Qualifications and other conditions shall be applicable as stipulated by the MHRD/UGC regulations and as amended from time to time.
4. Reservations for persons with disability will be given as per Govt. of India/UGC rules.
5. Reservation policy will be followed as per Govt. of India Rules. The SC/ST/OBC (Non creamy layer) /PH candidates are required to attach the relevant certificate as per format prescribed by the Govt. of India.
6. A relaxation of 5% may be provided from 55% to 50% of the marks at the Master's level for the SC/ST/PH category candidates.
7. Relaxation in educational qualifications, experience, age, etc. in case of reserved category candidates will be given as per Govt. of India rules.
8. Other things being equal, preference will be given to SC/ST/PH candidates.
9. Candidates with higher qualifications will be given preference.
10. Canvassing in any form shall lead to cancellation of candidature.
11. **Applicants are required to send Hard copy of the duly filled online application form along with proof of payment of fees and other relevant documents in support of qualification, experience, etc. to Registrar, BBAU within the prescribed date failing which their candidature will not be considered.**
12. Candidates already working in Central University / State University / Deemed University / Government Department / PSU / Autonomous bodies, etc. must send hard copy of the online application form along with all relevant documents through proper channel. However, he / she may send an advance copy of his / her application form.
13. Applications received without the requisite documents and after the prescribed date will not be entertained. Incomplete, unsigned applications and those not accompanied with copies of certificates and application fee will be summarily rejected.
14. Qualifications/Experiences/Age, etc. as on last date of submission of applications will only be taken into considerations.
15. In case of the post to be filled through deputation, ACRs/APARs for last 5 years duly attested and Integrity certificate be sent in confidential cover addressed to the Registrar by the concerned Employer, failing which the candidature, may not be considered.

16. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issue of the appointment letter, the University reserves the right to modify/withdraw/cancel any communication made to the candidates.
17. After joining the service of the University, the candidate will have to abide by the Rules, Regulations and Ordinances of the University applicable from time to time. He / she may be assigned any duty within the jurisdiction of University or outside depending upon exigency of work.
18. The University shall verify the antecedents or documents submitted by the candidate at any time during tenure of service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has a clandestine antecedents / background for which he / she has been convicted by any court and has suppressed the said information, then his/her services shall be terminated forthwith.
19. The selected candidates will be governed by the governed by the “National Pension System” (earlier known as ‘New Pension System’) of the Government of India as applicable w.e.f. 01.01.2004.
20. The University shall not be responsible for any postal delay.
21. For filling on-line applications, please visit www.bbau.ac.in

Registrar