



SHRI VISHWAKARMA SKILL UNIVERSITY

(State University enacted under the Government of Haryana Act 25, 2016)

Dated: 19/11/2023

Advertisement No. SVSU/ 2023/ Estt. / T/ 020

Shri Vishwakarma Skill University (SVSU), Dudhola, Palwal (Haryana) is India's first Government Skill University established by the Government of Haryana Act 25, 2016, which is functioning from its Main Campus at Village Dudhola, Palwal.

Offline applications are invited on the prescribed application form, available on the University website i.e. www.svsu.ac.in from the eligible candidates for appointment to the post of Dean on Regular/ Deputation & University Librarian on regular basis. The last date for submission of the applications, along with enclosures is **10.12.2023 (05:00 PM)**.

Post Code	Name of the Post	Level & Group	No. of posts & Category
01	Dean	Academic Leave – 14 Group A	One (01) - UR
02	University Librarian	Academic Level-14 Group A	One (01) - UR

Abbreviations: UR - Un-Reserved, pm – per month

For detailed terms & conditions along with prescribed qualifications, eligibility criteria and selection criteria, please visit the University website www.svsu.ac.in

The filled application form must be signed on each page by the applicant. Such signed copy of application form along-with all supporting self-attested documents should be sent at the following address latest by **10-12-2023 (05:00 PM)**: -

**“The Assistant Registrar (Establishment),
2nd Floor, Establishment Branch, Admn. Block
Shri Vishwakarma Skill University,
Village-Dudhola, Palwal,
Haryana- 121102”**

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The detailed instructions are available on University website at www.svsu.ac.in

Qualification & Eligibility Criteria: -

<p>Dean</p>	<p>1. i) Ph.D. degree ii) Professor/ Associate Professor with a total service/ experience of at least fifteen years of teaching/ research in Universities, Colleges and other institutions of higher education. iii) A minimum of 10 research publications in peer reviewed or UGC-listed journals. iv) A minimum of 110 Research Score as per Appendix II, Table 2</p> <p>2. Knowledge of Hindi/ Sanskrit up to Matric/ 10th Standard.</p>
<p>University Librarian (As per UGC regulations-2018)</p>	<p>1. A. (i) A Master's Degree in library science/ information science/ documentation science, with at least 55% marks or an equivalent grade in point scale, wherever grading system is followed. (ii) At least Ten years' experience as Librarian at any level in University or Ten years of teaching as Assistant /Associate Professor in Library Science or ten years' experience as a College librarian. (iii) Evidence of innovative library services, including the integration of ICT in a library.</p> <p>B. A Ph.D. degree in library science/ information science/ documentation/ archives and manuscript keeping.</p> <p>2. Knowledge of Hindi/ Sanskrit up to Matric/ 10th Standard.</p>

Appendix II, Table 2

Sr. No.	Academic/ Research Activity	Faculty of Sciences/ Engineering/ Agriculture/ Medical/ Veterinary Sciences	Faculty of Languages/ Humanities/ Arts/ Social Sciences/ Library/ Education/ Physical Education/ Commerce/ Management & other related disciplines
1.	Research Papers in Peer-Reviewed or UGC listed Journals	08 per paper	10 per paper
2.	Publications (other than Research papers)		
	a) Books authored which are published by;		
	International publishers	12	12
	National publishers	10	10
	Chapter in Edited Book	05	05
	Editor of Book by International Publisher	10	10
	Editor of Book by National Publisher	08	08
	b) Translation works in Indian and Foreign Languages by qualified facilities		
	Chapter or Research paper	03	03
	Book	08	08
3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula		
	a) Development of Innovative pedagogy	05	05
	b) Design of new curricula and courses	02 per curricula/ course	02 per curricula/ course
	c) MOOCs		
	Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits 05 marks/ credit)	20	20
	MOOCs (developed in 4 quadrant) per module/ lecture	05	05
	Content writer/ subject matter expert for each module of MOOCs (at least one quadrant)	02	02
	Course Coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 02 marks/ credit)	08	08

	d) E-Content		
	Development of e-content in 4 quadrants for a complete course/ e-book	12	12
	e-content (developed in 4 quadrants) per module	05	05
	Contribution to development of e-content module in complete course/ paper/ e-book (at least one quadrant)	02	02
	Editor of e-content for complete course/ paper/ e-book	10	10
4.	a) Research guidance		
	Ph.D.	10 per degree awarded 05 per thesis submitted	10 per degree awarded 05 per thesis submitted
	M.Phil./P. G dissertation	02 per degree awarded	02 per degree awarded
	b) Research Projects Completed		
	More than 10 lakhs	10	10
	Less than 10 lakhs	05	05
	c) Research Projects Ongoing		
	More than 10 lakhs	05	05
	Less than 10 lakhs	02	02
	d) Consultancy	03	03
5.	a) Patents		
	International	10	10
	National	07	07
	b) *Policy Document (Submitted to an International body/ organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)		
	International	10	10
	National	07	07
	State	04	04
	c) Awards/Fellowship		
	International	07	07
	National	05	05
6.	*Invited lectures/ Resource Person/ paper presentation in Seminars/ Conferences/ full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)		
	International (Abroad)	07	07
	International (within country)	05	05
	National	03	03

	State/ University	02	02
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The Research score for research papers would be augmented as follows:

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list):

- | | | | |
|------|--|---|-----------|
| i) | Paper in referred journals without impact factor | - | 5 Points |
| ii) | Paper with impact factor less than 1 | - | 10 Points |
| iii) | Paper with impact factor between 1 & 2 | - | 15 Points |
| iv) | Paper with impact factor between 2 & 5 | - | 20 Points |
| v) | Paper with impact factor between 5 & 10 | - | 25 Points |
| vi) | Paper with impact factor > 10 | - | 30 Points |
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- | | | | |
|----|--|--|--|
| a) | Two authors: 70% of total value of publication for each author. | | |
| b) | More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors. | | |

Joint Projects: Principal Investigator and Co-investigator would get 50% each.

Note:

- Paper presented in part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor & Co-supervisor, both shall get 7 marks each.
- *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5 (b). Policy Document and 6. Invited lectures/Resources Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six categories.

General Terms & Conditions for recruitment: -

Candidates must go through the following instructions before filling up the application form:

1. The Candidate must be citizen of India.
2. The maximum age limit for the post of Dean & University Librarian will be as prescribed by UGC.
3. Good knowledge of e-office/ computer applications will be preferred.
4. Knowledge of Hindi/ Sanskrit up to Matric level is essential.
5. The eligibility of candidates will be determined as on the last date fixed for receipt of application forms.
6. All qualifications must be attained from recognized Board/Universities/Institutes. The Candidates who have obtained qualifications from any Board/University/Institution declared fake or not recognized by respective regulatory bodies shall not be eligible for consideration for any of the post advertised.

If a Grade Point System is adopted the CGPA will be converted into equivalent marks. Provide the relevant document of conversion of CGPA into equivalent marks along with application form.

7. The prescribed essential qualifications & experience indicated are bare minimum and mere possession of the same will not entitle any candidate to be called for written test/ interview. The applications will be short-listed on the criteria specified in advertisement.
8. The University reserves the right to withdraw an advertisement, either partly or wholly, at any time, without assigning any reasons.
9. The posts advertised in this advertisement are subject to the concurrence of Finance Department, Haryana. The Pay structure and fixation of pay of respective posts is also subject to revision/amendment/modification as per the State Govt. Instructions.
11. No TA/DA shall be paid to the candidates for attending the interview/ any other assessment test.
12. It shall be the responsibility of the candidate to assess his/her own eligibility for the post for which he/she is applying in accordance with the prescribed qualifications, experience and submit the application duly filled-in, along with the desired information and documents as per the advertisement. Suppression of factual information, supply of fake documents, providing false or misleading information or canvassing in any manner on the part of the candidates shall lead to his disqualification. In case, it is detected at any point of time in future, even after appointment, that the candidate was not eligible, appointment of the candidate shall be liable to termination forthwith as per this clause. In case of any ambiguity in the recruitment Rules in general and eligibility in particular for any post, the decision of the Executive Council shall be final.
13. The University reserves its right to place reasonable limit on the total number of candidates to be called for interview. The number of such candidates will be decided by the Committee constituted by the University for the purpose.

14. A candidate who is already in service shall submit the application through proper channel along with vigilance clearance certificate from the competent authority. However, the candidate may send an advance copy of the application and in case the application is not forwarded due to whatever reasons till the time of written test or interview, as the case may be, the candidate, should produce a “No Objection Certificate” along with the “Vigilance Clearance Certificate” in a sealed cover from the employer.

Provided that if “No Objection Certificate” from the employer is not received till the date of interview, candidature of the candidate may be considered for direct recruitment as a fresh candidate, if otherwise eligible. Such candidates are required to submit an undertaking at the time of interview that:

- i. No penalty has ever been imposed on the candidate and has never been convicted by any Court of Law.
- ii. No disciplinary action/ vigilance case is pending or is contemplated, against the candidate.

However, the joining of the candidate on selection shall be accepted only on production of relieving order preceded by acceptance of resignation, failing which the candidate shall not be allowed to join.

15. Separate application form is required to be submitted offline for each post with prescribed fee.
16. The eligibility of the candidate will be decided by information mentioned by him/her in the application form. No addition/ modification requests will be entertained. Incomplete application form shall be rejected.
17. The candidates are advised to keep on visiting the University Website for related updates including any corrigendum/ addendum, date of test/ interview, list of shortlisted candidates etc.
18. No correspondence or query will be entertained from the candidates regarding the eligibility, status of application, postal delays, conduct and result of tests, selection process etc.
19. Application not accompanied by necessary/ required documents, self-attested copies of degrees/ certificates/ mark sheets/ experience certificates/ category certificate/ reprints (if applicable) issued by the competent authority will be considered as incomplete and rejected.
20. Applicants must attach the proof of indexed/ refereed/ impact factors/ national or international, along with first page of research publications claimed for API.
21. Canvassing in any form will lead to cancellation of candidature.
22. In cases of any dispute/ ambiguity/ confusion that may occur in the process of selection, the decision of the competent authority/ Executive Council of the University shall be final.
23. The university reserves the rights not to fill up any of the vacancies advertised.
24. The period of experience wherever prescribed shall be counted only after obtaining the prescribed essential qualification. The experience certificate in support of the experience wherever prescribed should clearly reveal about the period of work, designation with pay scale/pay band with grade pay/ pay level. The certificate must be supported with PF

statement/ Form 16/ Bank Statement or any other valid proof of salary paid as claimed in the certificate.

25. Minimum three applications are mandatory for any of the posts advertised for conducting the interview/test. If minimum three applications are not received for any post, the interview/ test will not be conducted and the post will be re-advertised.
26. The appointment of a candidate shall be subject to the verification of antecedents, educational qualifications, experience and medical fitness.
27. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after the issue of appointment order, the University reserves the right to modify / withdraw/ cancel any communication made to the candidates.
28. The candidates of reserved categories of Haryana for which no post is available/ reserved, can apply for the posts of General Category, if he/ she fulfil all the eligibility conditions i.e. age, qualifications, etc. as meant for General Category candidates except fee and also attach a copy of the caste certificate for claiming a fee concession.
29. The reserved category candidates belonging to other states will compete against the posts meant for General Category and will be considered as General Category candidates. No fee concession will be applicable to such candidates.
30. Age relaxation will be considered as per applicable norms of the State Govt. No age relaxation is admissible to reserved category candidates applying for unreserved (UR) posts.

31. Application Fees: -

Application fee to be paid through Demand Draft from any commercial bank in favour of **Registrar, Shri Vishwakarma Skill University, Gurugram: -**

- (a) Male (irrespective of State) and Female (Non-Haryana Resident) – Rs. 1000/-
- (b) Female candidates of Haryana Resident are exempted for 50% of fee irrespective of their category.
- (c) SC/ ST/ BC-A/ BC-B/ EWS (Haryana Resident) – Rs. 250/-
- (d) Person with Benchmark Disabilities and Ex-Servicemen (Haryana Resident) – Exempted
 - **The benefit of reservation & fee concession will be given only to those who are domicile of Haryana State.**
 - **Demand Draft received less than the prescribed application fee will be summarily rejected. Original Demand Draft must reach the said address on or before 10.12.2023 (05:00 PM). No fee will be accepted after 10.12.2023 (05:00 PM).**

32. For Deputation

1. Candidates already working in Central/ State Govt. Universities/ Institutions etc. and fulfil the eligible conditions for the **post of Dean** as prescribed by the UGC are only eligible under this category.
2. A candidate who is already in service shall submit the application through proper channel along with vigilance clearance certificate from the competent authority.

However, the candidate may send an advance copy of the application and in case the application is not forwarded due to whatever reasons till the time of written test or interview, as the case may be, the candidate, should produce a “No Objection Certificate” along with the “Vigilance Clearance Certificate” in a sealed cover from the employer.

Provided that if “No Objection Certificate” from the employer is not received till the date of interview, candidature of the candidate may be considered for direct recruitment as a fresh candidate, if otherwise eligible. Such candidates are required to submit an undertaking at the time of interview that:

- i. No penalty has ever been imposed on the candidate and has never been convicted by any Court of Law.
- ii. No disciplinary action/ vigilance case is pending or is contemplated, against the candidate.

However, the joining of the candidate on selection shall be accepted only on production of relieving order preceded by acceptance of resignation, failing which the candidate shall not be allowed to join.

3. 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.
 4. The period of Deputation will be for initially for a period of one year extended up to 03 years.
 5. The terms and conditions of deputation will be as per the rules of the University.
- 33 The application form along with self-attested photocopies of all required documents must reach the University office latest by **10.12.2023 (05:00 PM)** at the following address (preferably by Registered post/ Speed Post).

**“The Assistant Registrar (Establishment),
2nd Floor, Establishment Branch, Admn. Block
Shri Vishwakarma Skill University,
Village-Dudhola, Palwal,
Haryana- 121102”**

Note: - The name of the post along with post code must be mentioned on the top of the envelope. Application received after due date shall not be considered and will be summarily rejected. The University shall not be responsible for postal delay, if any.

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