



इलाहाबाद विश्वविद्यालय UNIVERSITY OF ALLAHABAD (A Central University)



Advt. No. AUNT/03/2021

Date: 24.09.2021

Recruitment for Non –Teaching Positions (Group: ‘B’)

Applications are invited from Indian Citizens for the various Non-Teaching positions of the University. The University reserves the right to change the number and nature of post/vacancy(ies) of any category and also to withdraw partial or full advertisement without assigning any reason. The reservation under the **SC, ST, OBC, EWS, Ex serviceman and PwD** categories shall be as per the UGC guidelines and GoI rules.

Note: The candidates are requested to carefully read the General Instructions before filling up the application form. Candidates are also advised to visit the website (www.allduniv.ac.in) periodically for further information related to the recruitment process. **The application form will be entertained through online mode only.**

Important Dates

S. No	Particulars	Date
1.	Date of uploading of detailed Advertisement and Online Registration	24.09.2021
2.	Date of fee payment	24.09.2021
3.	Last date for Online Registration and final submission of Application form	23.10.2021

Application Fee & facilitation charges in INR

S. No	Category	Fee	Facilitation charges	Total amount
1.	UR, EWS, SEBC (OBC)	1000/-	50/-	1050/-
2.	SC/ST	400/-	50/-	450/-
3.	Women & PwD (Divyang)	Nil	50/-	50/-
Those who have applied earlier against the advertisement No. ADVT./AU/NT/02/2018, for the post of Section Officer and Senior Technical Assistant,				
4.	UR, EWS, SEBC (OBC)	Nil	50/-	50/-
5.	SC/ST	Nil	50/-	50/-
6.	Women & PwD (Divyang)	Nil	50/-	50/-
Those who have applied earlier against the advertisement No. AUNT 03/2016 for the post of Professional Assistant				
7.	UR, EWS, SEBC (OBC)	500/-	50/-	550/-
8.	SC/ST	200/-	50/-	250/-
9.	Women & PwD (Divyang)	Nil	50/-	50/-

VACANCY POSITIONS										Categories of Specified Disabilities (Divyang)**			
S. No	Name of Post	Group	Pay level (As per 7 th CPC)	Total	UR	EWS	OBC	SC	ST	Category (a)	Category (b)	Category (c)	Category (d & e)
1.	Assistant Engineer (Civil/Electrical)	B	Level 7	1	1	0	0	0	0	1	0	0	0
2.	Computer Operator	B	Level 6	8	5	0	2	1	0	0	0	0	0
3.	Curator	B	Level 6	3	3	0	0	0	0	0	0	0	0
4.	Exploration Assistant	B	Level 6	1	1	0	0	0	0	0	0	0	0
5.	Junior Engineer	B	Level 6	2	2	0	0	0	0	0	0	0	0
6.	Senior Nursing Officer (Female)	B	Level 6	1	1	0	0	0	0	0	0	0	0
7.	Professional Assistant	B	Level 6	5	4	0	1	0	0	0	0	0	0
8.	Section Officer	B	Level 7	4	3	0	1	0	0	0	0	0	0
9.	Security Officer	B	Level 6	1	1	0	0	0	0	0	0	0	0
10.	Senior Technical Assistant	B	Level 6	9	6	0	2	1	0	0	1	0	0
11.	Sports Assistant/Coach	B	Level 6	1	1	0	0	0	0	0	0	0	0



**** Categories of Specified Disabilities (Divyang)**

Category (a): blindness and low vision

Category (b): deaf and hard of hearing

Category (c): locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy

Category (d): autism, intellectual disability, specific learning disability and mental illness

Category (e): multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness

Post Identified to be Reserved for Persons with Benchmark Disabilities: Suitable category of Benchmark Disabilities

1. Assistant Engineer

- a) LV
- b) HH
- c) OA, OL, CP, LC, Dw, AAV
- d) MI
- e) MD involving (a) to (d) above

2. Senior Technical Assistant

- a) LV
- b) D, HH
- c) OA, BA, OL, OAL, CP, LC, Dw, AAV
- d) ASD (M), SLD, MI
- e) MD Involving (a) to (d) above

CATEGORY ABBREVIATIONS USED:

B=Blind, LV=Low Vision, D=Deaf, HH= Hard of Hearing, OA=One Arm, OL=One Leg, BA=Both Arms, BL=Both Leg, OAL=One Arm and One Leg, BLOA=Both leg & one arm, BLA=Both Legs Arms, CP=Cerebral Palsy, LC=Leprosy Cured, Dw =Dwarfism, AAV=Acid Attack Victims, MDy=Muscular Dystrophy, ASD= Autism Spectrum Disorder (M= Mild, MoD= Moderate), ID= Intellectual Disability, SLD= Specific Learning Disability, MI= Mental Illness, MD=Multiple Disabilities

GENERAL INSTRUCTIONS

- (i) The University reserves the right to withdraw any advertised post at any time without assigning any reason. The number of vacancies may vary.
- (ii) Mere eligibility will not entitle any candidate for being called for interview. In case the applicants are more in number, a Screening Committee shall short-list the suitable candidates to be called for the interview.
- (iii) Reservation for the candidates belonging to SC/ST/OBC/EWS/PwD/ Ex-serviceman shall be given as per the Govt. of India norms.
- (iv) A written test may be conducted before the interview for any of the posts at the discretion of the competent authority.
- (v) Only matriculation/SSC certificate issued by the concerned education board will be considered as proof of date of birth. No other document will be accepted for date of birth.
- (vi) The date of determining the eligibility of all candidates in every respect shall be the normal closing date for receipt of applications.
- (vii) Relaxation for the candidate belonging to SC/ST/OBC/Physically challenged/Ex-serviceman Category shall be given as per Government of India norms. The employees working in University of Allahabad on permanent basis shall be treated as departmental employees.



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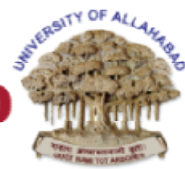
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- (viii) Non regular employees engaged to the University service shall be given age relaxation as per discretion of competent Authority, University of Allahabad.
- (ix) Candidates belonging to OBC category should submit proper caste certificate as per the proforma of Government of India (which should not be more than 06 month old from the last date of submission of application) and which should among others specifically mention that he/she does not belong to the persons/sections (creamy layer) as mentioned in col.03 of the schedules to the Department Personnel and training in the Government of India OM No. /36012/22/93-Estt.(SCT) dated 08/09/93 at the time of trade test/interview.
- (x) **Candidates belonging to OBC category, but coming in Creamy Layer will not be entitled to the benefits of reservation and should apply as General Category candidate.**
- (xi) **Candidates belonging to SC/ST/EWS/PwD must present their respective certificates as per Government notifications in proper format. The certificate must not be more than 6 months old.**
- (xii) Candidates must ensure before applying that they are eligible according to the criteria stipulated in the advertisement. If the candidate is found ineligible at any stage of recruitment process, he/she will be disqualified and his/her candidature will be rejected. Hiding of information or submitting false information will lead to rejection of candidature at any stage of recruitment.
- (xiii) The age of superannuation shall be as per Government of India norms.
- (xiv) Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and / or an application in the response thereto can be instituted only in courts/tribunals/ forums at Allahabad.
- (xv) The University reserves the right to reject any application without assigning any reason.
- (xvi) The University reserves the right to Revise/Reschedule/Cancel/Suspend the recruitment process without assigning any reason. The decision of the University shall be final and no appeal shall be entertained in this regard.
- (xvii) Any corrigendum/ changes/ updates shall be available only on official website of the University of Allahabad: www.allduniv.ac.in
- (xviii) **The candidate must attach copies of all relevant self-attested documents. The original certificates would be required at the time of interview only.**
- (xix) Candidates desirous of applying for more than one post should submit separate application for each Post along with requisite application fee. Incomplete applications or applications not accompanied with copies of attested certificates or without application fee will be summarily rejected.
- (xx) The candidates employed in Government Department/Public sector Organizations must submit online applications with self attested copies of all enclosures in proof of educational, professional qualification, experiences etc. They will be required to produce Ink signed copy of NOC from their Organization and original documents at the time of interview/document verification at University of Allahabad, so the candidate need not post NOC and other original documents.
- (xxi) The decision of the competent authority of University of Allahabad in all matter relating to eligibility, acceptance or rejection of applications, mode of selection, and conduct of examination/interview will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection from any individual or his/ her agency.
- (xxii) Applications received after the prescribed date shall not be entertained.
- (xxiii) Canvassing in any form and or/bringing in any influence will be treated as a disqualification for the post.
- (xxiv) All Applicants are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for various post. No enquiry with regards to



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eligibility will be entertained:

- (xxv) The date of determining the eligibility of all candidates in every respect shall be the normal closing date for receipt of Applications.
- (xxvi) Candidates must be in sound health. They must, if selected be prepared to undergo such medical examination and satisfy such medical authority as University may require.
- (xxvii) The competent authority reserves the right to extend the closing date for receipt of applications and also reserves the right to postpone/cancel the recruitment exercise for any/all the posts at any stage.
- (xxviii) **The requisite non-refundable fee is Rs. one thousand (1000/-) for UR, EWS & OBC candidates and Rs. four hundred (400/-) for SC & ST candidates. No fees will be charged from PwD & Women candidates. Facilitation charges of Rs fifty (50/-) will be applicable for all categories.**
- (xxix) **The person who have already applied for the post of Professional Assistant against the Advt.AUNT 03/2016 need to apply a fresh along with non-refundable five hundred rupees (500/-) for UR, EWS, OBC and SC/ST two hundred rupees (200/-) along with facilitation charges of rupees fifty (50/-) only with documentary evidences of earlier application.**
- (xxx) **The persons who have already applied for the post of Section Officer and Senior Technical Assistant, against the Advertisement No. ADVT./AU/NT/02/2018 need to apply a fresh along with facilitation charges of rupees fifty (50/-) only with documentary evidences of earlier application.**
- (xxxi) The applicants may visit the official website www.allduniv.ac.in for detailed advertisement and for submission of ON-Line Application. The last date for submission of online application is **23.10.2021**.

REGISTRAR

MINIMUM ELIGIBILITY

1. Assistant Engineer (Civil/Electrical)

Age: Shall not exceed 45 years. Relaxation for the candidate belonging to SC/ST/OBC/Physically challenged/Ex-serviceman Category shall be given as per Government of India Norms.

Essential Qualification

CIVIL:

- (i) A first-class degree in Civil/Architecture Engineering of a recognized University or its equivalent.



- (ii) Five years' experience in Design, preparation of Estimates, Execution, Supervision of mid size construction and maintenance projects.

ELECTRICAL:

- (i) A first-class degree in Electrical Engineering of a recognized University or its equivalent.
(ii) Five years' experience in the relevant discipline and experience in Design, preparation of Estimates, Execution, Supervision of mid-size construction and maintenance projects.

Desirable:

Good knowledge of computer applications

Period of probation: One year and further extendable for one more year.

2. Computer Operator

Age: Shall not exceed 35 years. Relaxation for the candidate belonging to SC/ST/OBC/Physically challenged/Ex-serviceman Category shall be given as per UGC/Government of India Norms.

Essential Qualification

- (i) A graduate in Science with a certificate course in Computer Operations (B.Tech / BE, (Computer Sc. / Computer Application/IT)

OR

BCA with 2 years of experience or B.Sc (Computer Sc. / Computer Application / IT) with 2 years of Experience

OR

Diploma in Computer Programming with three years of experience.

- (ii) Knowledge of English/Hindi reading, writing and speaking is preferable

Period of probation: One year and further extendable for one more year.

3. Curator

Age: Shall not exceed 35 years. Relaxation for the candidate belonging to SC/ST/OBC/Physically challenged/Ex-serviceman Category shall be given as per Government of India Norms.

Essential Qualification

Post Graduate in Forestry/Botany/Ancient History/Zoology with First Division 60% of marks.

Desirable:

1. Persons having experience in teaching/Botanical garden/ Nursery/ Herbarium will be preferred.

Period of probation: One year and further extendable for one more year.

4. Exploration Assistant

Age: Shall not exceed 35 years. Relaxation for the candidate belonging to SC/ST/OBC/Physically challenged/Ex-serviceman Category shall be given as per Government of India Norms.

Essential Qualification

- (i) Post-Graduation in Archeology with 55% marks from recognized institutions.
(ii) M.A. in Ancient History with 55% marks from recognized University and diploma in Archeology from a recognized institute.

Period of probation: One year and further extendable for one more year.

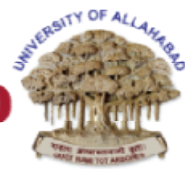
5. Junior Engineer

Age: Shall not exceed 30 years. Relaxation for the candidate belonging to SC/ST/OBC/Physically challenged/Ex-serviceman Category shall be given as per Government of India Norms.

Essential Qualification

- (i) B.Sc. with Diploma, or Degree, in Civil Engineering/Electrical Engineering from a recognized institution or body with three years' experience in relevant field.

Desirable:



- (i) Degree in Engineering.
- (ii) Good knowledge of computer applications.

Period of probation: One year and further extendable for one more year.

6. Senior Nursing Officer (Female)

Age: Shall not exceed 35 years. Relaxation for the candidate belonging to SC/ST/OBC/Physically challenged/Ex-serviceman Category shall be given as per Government of India Norms.

Essential Qualification

- (1) 10+2 in Science Stream from a recognized Board
- (2) Bachelor's Degree in Nursing or Three-year Diploma in Nursing/GNM from a recognized Institution/ Authority with a minimum of 2 years' experience in Nursing in a reputed Hospital or Clinic
- (3) Registration with Nursing Council of India/State.

Period of probation: One year and further extendable for one more year.

7. Professional Assistant

Age: Shall not exceed 35 years. Relaxation for the candidate belonging to SC/ST/OBC/Physically challenged/Ex-serviceman Category shall be given as per Government of India Norms.

Essential Qualification

M.Lib.Sc./M.L.I.Sc. with 55% marks: and B.Lib. Sc./B.L.I.Sc. with 50% marks relaxation for SC/ST/OBC/PWD as per GoI norms.

Desirable:

- 1. Two years working experience in Library of Govt. Deptt./University/Autonomous Bodies.
- 2. Familiarity with computer application to libraries

Period of probation: One year and further extendable for one more year.

8. Section Officer

Age: Shall not exceed 35 years. Relaxation for the candidate belonging to SC/ST/OBC/Physically challenged/Ex-serviceman Category shall be given as per Government of India Norms.

Essential Qualification

- (i) Graduate with at least 55% marks.
- (ii) At least three years post qualification experience in handling Educational Administration/ General Admin/ HR / Purchase/Accounts & Finance in a University/Research Institution/ Government department/bodies/PSU or reputed commercial establishment.

Desirable:

Good knowledge of computer applications. Preference will be given to candidates holding PG Diploma or professional qualification like LL.B or PG Diploma in Business & Administration or MCA/PGDCA or CA (Inter)/ICWA(Inter)/MSW.

Period of probation: One year and further extendable for one more year.

9. Security Officer

Age: Shall not exceed 40 years. Relaxation for the candidate belonging to SC/ST/OBC/Ex-serviceman Category shall be given as per Government of India Norms.

Essential Qualification

- (1) Graduate from recognized University
- (2) 10 years' experience in a responsible supervisory position in institutional or industrial security services/ Police / Paramilitary forces / Armed forces / Government offices / educational institutes.
- (3) Holding a valid driving license of LMV
- (4) Should be conversant with security Regulations and should possess sound health.

Desirable:



Preference will be given to the person who has served in the defence / paramilitary / police services.

Period of probation: One year and further extendable for one more year.

10. Senior Technical Assistant

Age: Shall not exceed 35 years. Relaxation for the candidate belonging to SC/ST/OBC/Physically challenged/Ex-serviceman Category shall be given as per Government of India Norms.

Essential Qualification

(i) M.Sc. or B.E./B.Tech. in concerned subject with First Class (60% of marks) or its equivalent in 7-point scale.

(ii) Worked in Government or Government recognized Educational Institutions or Universities for 5 years as Technical Assistant or any Analogous post.

Desirable:

M.Tech. /MCA in concerned subject from recognized University/Institutions

Period of probation: One year and further extendable for one more year.

11. Sports Assistant/Coach

Age: Shall not exceed 35 years. Relaxation for the candidate belonging to SC/ST/OBC/Ex-serviceman Category shall be given as per Government of India Norms.

Essential Qualification

(i) M.P.Ed Degree from any recognised University or Institution

And

Diploma in coaching from SAI/NS-NIS or from any other recognized Indian University/Institute.

OR

Participation in Asian Games/World Championship with Certificate Course in Coaching.

OR

Qualification and participation in Olympic Games for Rowing, Canoeing & Kayaking diploma in Water Sports with achievement will be considered.

Period of probation: One year and further extendable for one more year.

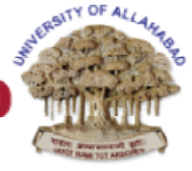
EXAMINATION CRITERIA

The Test comprise of 100 Multiple Choice type Question (MCQ) for **Group B and Group C posts**; as per the following details:

S.No.	Subject	No. of Multiple-Choice Questions	Maximum Marks	Duration
1	General Knowledge pertaining to job, Analytical Ability Understanding of University System, Allahabad University Act 2005, Statutes and Ordinances, Office Procedures, Filing, Noting, Drafting, Basic GoI Regulations etc., Computer Literacy	40	80	2.0 Hour



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2	Language proficiency in English,	15	30	
3	Language proficiency in Hindi	15	30	
4	Relevant Subject and/or Services	30	60	
		100	200	

Language of the paper will be in English or Hindi or both. Each correct answer will carry two marks and for each wrong answer, 0.50 marks will be deducted.