

## RECRUITMENT RULES FOR THE POST OF ASSISTANT REGISTRAR, DSEU

1	Name of the Post	ASSISTANT REGISTRAR
2	Number of Post	08 Posts
3	Classification of the post	DSEU Group 'A' "Administrative"
4	Pay Level / Remuneration per month	L-10: Rs. 56100-177500
5.	Whether Selection post or Non Selection post	SELECTION
6	Age limit for Direct recruits	35 years
7	Educational and other qualifications required for direct recruits	<p>Essential:</p> <ol style="list-style-type: none"> <li>1. Master's degree with atleast 55% marks or its equivalent grade of 'B' in the UGC 7 pt scale along with good academic record, as laid down by UGC.</li> <li>2. Experience of 3 Years in the relevant field at the pay level-8 or above.</li> </ol> <p>Assistant Registrar shall be eligible for the higher scale of pay of Rs.66700-208700 after 8 years of service provided, they have participated in two training programmes on Education Administration, each, and of appropriately four weeks; duration and their performance appraisal reports are consistently satisfactory. The higher pay shall be restricted, in the case of promotion to senior scale of these posts, to 50% of total strength of Assistant Registrar.</p>
8	Whether age and Educational Qualification prescribed for direct recruit will apply in the case of promotees.	No
9	Period of Probation, if any	Two Years
10	Method of recruitment-Whether by direct recruitment or by promotion or by deputation/ and percentage of the vacancies to be filled by various methods.	(i)50% by Direct Recruitment. and (ii)50% on deputation Failing which by direct recruitment.
11	In case of recruitment by promotion/deputation/transfer, grades from which promotion/ deputation to be made.	For Deputation : (i)Holding analogous post on regular basis OR (ii)With 02 years regular service in the related field carrying the pay scale of Rs.47600-151100.
12	If a Departmental Promotion Committee (DPC) exist what is its composition	As constituted by BOM of the University
13	Circumstances in which UPSC is to be consulted in making recruitment.	NOT APPLICABLE