



**दिल्ली कौशल एवं उद्यमिता विश्वविद्यालय**  
**DELHI SKILL AND ENTREPRENEURSHIP UNIVERSITY**  
(A State University Established under Govt. of NCT of Delhi Act 04 of 2020)  
Integrated Institute of Technology Complex  
Sector 9, Dwarka, New Delhi – 110077

## **ADVERTISEMENT NO. – 01/12/2021**

The Delhi Skill and Entrepreneurship University (DSEU) has been established through an act of the Legislative Assembly of the national Capital Territory of Delhi, namely the “Delhi Skill and Entrepreneurship University act, 2019 (DELHI ACT 04 OF 2020) to provide quality education in applied science and skill education. The University came into existence on 15<sup>th</sup> August 2020 vide Notification dated 14.08.2020,

The Delhi Skill and Entrepreneurship University (DSEU) is looking for an innovative and dynamic Academician who desire to be a part of the team that is attempting to redefine the skilling landscape of Delhi, Detail of the same are given below :-

### **1. Pro Vice Chancellor**

| <b>1</b> | <b>Name of Position</b>    | <b>Pro Vice Chancellor</b>  |
|----------|----------------------------|---|
| 2.       | Post Code                  | 0112202101  |
| 3.       | Number of Position         | 1(one)  |
| 4.       | Method of Recruitment      | Through Direct Recruitment / Deputation   |
| 5.       | Age Limit                  | Candidates Should be below 62 years of age as on the date of advertisement.   |
| 6.       | Period of Contract         | The Tenure of the Pro Vice Chancellor will be co-terminus with the term of the Vice Chancellor as defined under the Delhi skill and entrepreneurship University Act , 2019  |
| 7.       | Remuneration ( per month ) | The salary and other emolument of the Pro Vice Chancellor shall be as decided by the Board of Management with approval of the Chancellor.   |
| 8.       | Education qualification    | <b><u>Essential</u></b><br>• PhD in any discipline with minimum 15 years of experience in academic administration and teaching.<br><b><u>Desirable</u></b><br>• MBA (Marketing /industrial relations / Human Resource Development /Social science /Economics /Sociology /Other Social Science /Industrial Management from |

|     |                                  |   |
|-----|----------------------------------|---|
|     |                                  | <p>reputed institutes) or possessing any professional degree earned after a Study of 4 years or more acquired after 10 +2</p> <p>Bachelors in Economics /Sociology /Other Social Science / from reputed institutes</p> <p>M. Phil, PhD on Vocational and Technical education/Skill Development Labour , employment or in any of above mentioned disciplines.</p>  |
| 9.  | Experience                       | <p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>• 15 Years of experience in academic administration and Teaching on the above mentioned subjects with reputed International /national institutions</li> <li>• Should have academic and administrative experience.</li> <li>• Should have the experience of setting up / running a program/institute</li> </ul> <p><b>Desirable :</b><br/>Publication in leading International /national Journals and the popular press would be an advantage.</p>   |
| 10. | Job description/<br>Requirements | <p>The Pro Vice – Chancellor will be responsible and accountable to the Vice Chancellor for the management and Leadership of the Delhi Skill and Entrepreneurship University , including , within the framework of the University, including , within the framework of the University ‘s overall Policies and procedures</p> <p>, the control , allocation and accounting for the financial , Human , Physical and other resources of the University , preparation of all forward plans and budgets of the University and Participation in the overall strategic development of the University.</p> |

## **2. Controller of Examinations (CoE)**

|    |  |   |
|----|--|---|
| 1. | Name of the post   | Controller of Examination   |
| 2. | Post Code  | 0112202102  |
| 3. | No. of Post  | 01  |
| 4. | Classification   | Group 'A'   |
| 5. | Scale of pay   | PB-IV 37400-67000 with Grade Pay of Rs.10,000/- (6th CPC), Level-14 with rationalized entry pay of Rs. 1,44,200/- as per 7th CPC pay matrix   |
| 6. | Whether Selection post or non-selection post   | Selection   |
| 7. | Age Limit  | 55 years  |
| 8. | Educational and other qualifications required for direct recruitment / deputation  | <p>i. Master's Degree with at least 55% of the marks or an equivalent grade B in a point scale wherever grading system is followed.</p> <p>ii. At least 15 years' experience as Assistant Professor in the Academic Level 11 or AGP of Rs.7,000/- and above or with 08 years of service in the Academic Level 12 or AGP OF Rs.8000/- and above including as Associate Professor along with experience in Education Administration.</p> <p style="text-align: center;"><b>OR</b></p> <p>Comparable experienced in research establishment and / or other Institutions of higher education,</p> <p style="text-align: center;"><b>OR</b></p> <p>15 years of administrative experience, out of which 08 years shall be as Deputy Registrar or an equivalent post<br/> Note: The Controller of Examination shall hold office for a term of 05 (five) years from the date of which he/she enters upon his/her office and shall be eligible for reappointment for not more than one term or upto age of 60 years whichever is earlier.</p> |
| 9. | Method of recruitment, whether by direct recruitment or by promotion or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods | On tenure basis through direct recruitment / deputation   |

### **3. Controller of Finance (CoF)**

|     |  |  |
|-----|--|--|
| 1.  | Name of Post   | Controller of Finance  |
| 2.  | Post Code  | 0112202103   |
| 3.  | No. of Post  | 01   |
| 4.  | Classification   | Group 'A'  |
| 5.  | Scale of Pay   | PB-IV 37400-67000 with Grade Pay of Rs. 10,000/- (6 <sup>th</sup> CPC), Level-14 with rationalized entry pay of Rs. 1,44,200/- as per 7 <sup>th</sup> CPC pay matrix   |
| 6.  | Whether Selection post or non-selection post   | Selection  |
| 7.  | Age Limit  | 58 Years   |
| 8.  | Education and Other Qualification required for direct recruitment / deputation   | <p>Master's Degree with at least 55% of the marks or an equivalent grade B in UGC 07(Seven) point scale, from amongst employees of Central/State / UTs/ Autonomous Bodies/ Universities.</p> <p>Holding an analogous post in PB-IV, Rs. 37400 – 67,000 with AGP 10,000/- on regular basis.</p> <p style="text-align: center;"><b>OR</b></p> <p>At least 15 years' of regular service as Group 'A' Officer in an organized Finance &amp; Accounts Cadre / Services of central / State/ UTS / GNCTD / Autonomous Bodies, out of which at least 8 years should be in PB-3, Rs.15600-39,100 with Grade Pay of Rs. 7,600/- or above.</p> <p><b>Note:</b><br/>The CoF shall hold the office for a term of 05 (Five) years from the date of which she/he enters into the service or up to age of 60 years whichever is earlier.</p> |
| 9.  | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes.  | Not Applicable   |
| 10. | Period of Probation, if any  | Not Applicable   |
| 11. | Method of recruitment, whether by direct recruitment or by promotion or by deputation and percentage of the vacancies to be filled by various method | Direct Recruitment on 05 years tenure basis/deputation basis.  |

## 1. General Instructions:

- i. The candidate must be citizen of India
- ii. Only online applications will be accepted.
- iii. Before applying, aspirants should ensure that she/he fulfils all the eligibility criteria.
- iv. Fill the separate application form for each post.
- v. The person appointed on deputation basis will draw the pay and other allowances as per GNCTD instructions issued time to time.
- vi. The persons in employment in Government Department / Autonomous Bodies/ Universities under Central / State Government should apply through proper channel. The aspirants are advised to apply through proper channel and must submit attested copies of ACRs/APARs for last 5 years, Vigilance Clearance Certificate (VCC), IC (Integrity Certificate) from the present employer at the time of interview.
- vii. Self attested copies of educational and professional qualifications, and experience, etc will be required at the time of document verification after the interview. **DON'T ATTACH THE CERTIFICATES WITH THE APPLICATION FORM.**
- viii. If supporting document (s) / certificate(s), wrt claim in application form, will not be produced at the time of document verification, then it will be considered as providing misleading information and will lead to cancellation of candidature.
- ix. In case, procedure for conversion of grade point to percentage of marks is mentioned in the mark sheet itself, the same shall be adopted or otherwise, Grade Point in 10-point scale system will be adopted and cumulative grade point average will be converted into equivalent marks as below:-

$$\text{Percentage of Marks} = 10 \times \text{CGPA}$$

- x. In case of large number of aspirants, University reserves the right to short-list the aspirants in a manner as may be considered appropriate by the competent authority.
- xi. The University reserves the right to fill or not fill the post(s) advertised.
- xii. The education qualifications, age, experience and other conditions of eligibility shall be determined as on the closing date of applications.
- xiii. Merely fulfilment of minimum eligibility criteria shall **NOT** necessarily entitle an aspirant to be called for further process of recruitment.
- xiv. All columns / fields must be filled in the application form. No column should be left blank, instead it should be marked 'NA', wherever not applicable.
- xv. Email Address & mobile number of the candidate must be clearly mentioned for further course of contact / correspondence. The University will use electronic mode of communication for all the purpose of recruitment.

- xvi. Incomplete / Unsigned by applicant / not counter signed by competent authority, if any / application without photograph / applications not in prescribed Performa / applications received after closing date will summarily rejected.
- xvii. The University will not be responsible for any postal delay.
- xviii. No TA/DA in connection with the submission of application form or appearing in the interview/selection will be paid.
- xix. No additional documents will be accepted or considered by the University after submission of the application from by the candidate and no subsequent request for its change will be considered.
- xx. In case any query aspirants may contact at email ID [osd-recruitment@dseu.ac.in](mailto:osd-recruitment@dseu.ac.in)
- xxi. Any dispute with regard to this advertisement/recruitment will be subject to the Courts / Tribunals having jurisdiction over Govt. of NCT of Delhi.

**2. How to apply:**

- i. Download the prescribed Performa of application form from the official website of university and typed/filled application form has to be uploaded through the “apply now” link available on the official website of the university.
- ii. Don't leave any field blank in the application form. If a field/particular is not applicable then mention NOT APPLICABLE (NA).
- iii. Form must be filled/ uploaded **on or before Jan. 05, 2022, 11:59 PM.**

**3. Mode of Selection:** Candidates, shortlisted after scrutiny, will be informed through email/phone regarding interview.

**4. Final Decision:** The decision of DSEU in all matters of recruitment will be final and binding on the candidates. The University reserves the right to cancel the candidature of a candidate at any stage of recruitment process and even after the selection / appointment of the candidate, if she/he does not fulfil the conditions specified in the notification.

**5.** The University reserves the right to rectify inadvertent error, omission, if any at any time of the recruitment process.

Sd/-  
(Ashwani Kumar Kansal)  
Registrar