

Employment - Notice



**Rajiv Gandhi Proudhyogiki Vishwavidyalaya**

**(University of Technology of Madhya Pradesh)**

Airport Road, Gandhi Nagar, Bhopal-462033

Phone No.- (0755) 2678899, 26788812 Fax No. - (0755) 2742006

No. F-3/Admn/RGPV/2018/

Date: . . 18

**EMPLOYMENT- NOTICE**

Rajiv Gandhi Proudhyogiki Vishwavidyalaya, Bhopal invites applications from the eligible candidates for the post of **Co-ordinator (Cultural-PRO)**. Details of Qualifications, Experience, Pay scale for the post will be made available on the website of the University [www.rgpv.ac.in](http://www.rgpv.ac.in). Duly filled application form along with the necessary enclosures and a Demand Draft of Rs.1000.00 (Non-refundable) drawn in favour of **Registrar, RGPV payable at Bhopal** should be submitted to this office on or before **12/03/2018**. SC/ST category candidates of Madhya Pradesh are not required to submit above demand draft. The envelope containing application form must be super scribed "Application for the post of \_\_\_\_\_"

Registrar

**Details of Qualifications, Experience, Pay Scale & Application Form**

पदनाम:-	समन्वयक (साँस्कृतिक-जनसम्पर्क), Co-ordinator (Cultural-PRO)
आयु:-	आयु बंधन नहीं, परन्तु अनुभवी आवेदको को वरीयता किन्तु अर्द्धवार्षिकी आयु से कम आयु के आवेदक आवेदन कर सकते हैं।
पद संख्या:-	01 (अनाराक्षित)
वेतनमान:-	रु 15600-39100 + ग्रेड पे रु 6000 (छठवे वेतनमान के आधार पर, भविष्य में विश्वविद्यालय अनुदान आयोग/एआईसीटीई द्वारा यथा संशोधित लागू होगा)।
आवेदन शुल्क:-	रु 1000/- (वापिस योग्य नहीं)

मध्यप्रदेश राज्य के अनुसूचित जाति/अनुसूचित जनजाति के उम्मीदवारों को आवेदन पत्र के साथ रु 1000/- का डिमाण्ड ड्राफ्ट देय नहीं है।

**शैक्षणिक अर्हताएँ:-**

- i. Master's degree in relevant subject of Mass Communication/Public Relations with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed).
- ii. Besides fulfilling the above qualification, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.
- iii. Notwithstanding anything contained in sub-clauses (i) and (ii) to this clause; a candidate, who has a Ph.D Degree awarded before 2009, or has been awarded a Ph. D Degree after 2009 in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment as Assistant Professor in Technical Institutions.

**Experience:** - At least five years of working experience in Literature/cultural activities/Public Relation work/conversation with Public & Institutions. Work in any Govt./Semi-Govt./MP Govt. Institution/Organisation.

**वांछनीय योग्यताएँ:-**

**Desirable Qualification**

- 1- Experience in Editing/Publishing house journal/News letters of the University.
- 2- Experience in independent reporting/preparing press release of seminars/symposia /conferences/workshop of academic/Research Institutions.
- 3- Working Knowledge of News papers/Magazines.
- 4- Writing and editing in-house magazines, speeches, articles and annual reports.
- 5- Experience of Office Management & Cultural/Social activities.
- 6- Organizing seminars/Workshops/Conferences etc.





**Rajiv Gandhi Proudyogiki Vishwavidyalaya, Bhopal**  
(University of Technology of Madhya Pradesh)  
Airport Bypass Road, Gandhi Nagar, Bhopal –462033

**APPLICATION FORM**

(To be filled up by the Candidate in his/her own handwriting)

**Please paste  
Your Recent  
Passport  
Size  
Photograph  
Here**

1. Applied for :- **CO-ORDINATOR (Cultural-PRO)**
2. Demand Draft Details:  
Amount \_\_\_\_\_ D.D. No. \_\_\_\_\_ Date \_\_\_\_\_ Bank \_\_\_\_\_
3. Full Name: (In English Block letters) \_\_\_\_\_  
(In Devnagiri /Hindi) \_\_\_\_\_
4. Father's Name: \_\_\_\_\_
5. (A) Postal Address: \_\_\_\_\_  
Pin Code \_\_\_\_\_ Phone No. \_\_\_\_\_  
(B) Permanent Address: \_\_\_\_\_  
Pin Code \_\_\_\_\_ Phone No. \_\_\_\_\_ e mail \_\_\_\_\_
6. Date & Place of Birth: \_\_\_\_\_ Age on 01.01.2018 \_\_\_ Year \_\_\_ Month \_\_\_ Days
7. Whether belonging to ST/SC/OBC: \_\_\_\_\_  
(If yes, please attach certificate from the appropriate authority) ENCL No. \_\_\_\_\_
8. Name of the State to which you belong (Domicile): \_\_\_\_\_
9. Present employer with full address: \_\_\_\_\_  
\_\_\_\_\_
10. Languages known: \_\_\_\_\_

**11. Academic record:**

(Please mention details from Metric/Higher secondary level onwards, attested copies of certificates, mark sheets should be enclosed)

Examination Passed	Subjects Offered	Year of Passing	Class/Division/Grade Obtained with % of marks	Name of Board/ University	ENCL No.

**12. Experience:**

S.No.	Name of the Institution	Post held	Salary Scale	Date		Period		Encl. No.
				From	To	Year	Month	

**13. Give details if any, of**

(a) Proficiency in games, sports and athletics \_\_\_\_\_

(b) Part taken in other extra curricular or social activities \_\_\_\_\_

(c) \_\_\_\_\_

**14. Time required for joining the service:** \_\_\_\_\_**15. Give details if you have been at any time (a) Pronounced unfit for Govt. service (b)**

Dismissed, Removed or Debarred from Govt. service or (c) Convicted in a criminal

court? If yes, Sepsify:\_\_\_\_\_

**16. Names and Address of referees, not related to the candidate:**

(Responsible persons, not related to the applicant but closely acquainted with candidate's academic and professional work)

(1)\_\_\_\_\_

(2)\_\_\_\_\_

(3)\_\_\_\_\_

17. Applicant may mention any qualification or experience befitting him/her for recruitment to the service, which has not been given under the above heads:

\_\_\_\_\_

18. Would you like to treat your personal information in this application with enclosures as confidential for RTI Act 2005 provisions (Write Yes or No)

\_\_\_\_\_

**Note: If the space is insufficient for the purpose mentioned in any of the above points, applicant may attach separate sheets of paper.**

Encls: - \_\_\_\_\_

**DECLARATION**

I declare that the entries made in this from point (1) to (18) & the Supporting documents are true and correct to the best of my knowledge and belief.

Date: \_\_\_\_\_

Place: \_\_\_\_\_ (Signature of the candidate)

**No objection Certificate of Employer**

[To be signed by the Competent Authority in the case of already serving candidates whether in permanent or temporary capacity].

No. \_\_\_\_\_

Date:

\_\_\_\_\_

Forwarded, the application of Shri/ Smt./ Dr. \_\_\_\_\_ Working as a \_\_\_\_\_ in this Institute/ Organization for the post of \_\_\_\_\_

\_\_\_\_\_

Signature of the Forwarding Officer with seal

Name & Designation