



# महाराजा गंगा सिंह विश्वविद्यालय

## MAHARAJA GANGA SINGH UNIVERSITY

राष्ट्रीय राजमार्ग सं. 15, जैसलमेर रोड, बीकानेर-334004 (राजस्थान) भारत

NH-15, Jaisalmer Road, Bikaner-334004 (Rajasthan) INDIA

दूरभाष/Phone:0151-2212044 फ़ैक्स/Fax:2212042 ईमेल/E-mail: registrar@mgsbikaner.ac.in

क्रमांक :- प.03(01-VII)मगंसिविबी / संस्था / 2017 / 37837

दिनांक :- 18.01.2017

### विज्ञापन संख्या 02 / 2017

महाराजा गंगासिंह विश्वविद्यालय, बीकानेर में निम्नलिखित रिक्त पदों हेतु पात्र अभ्यर्थियों से निर्धारित प्रपत्र में आवेदन-पत्र आमंत्रित किये जाते हैं :-

क्र. सं.	पद का नाम	पे बैंड, ग्रेड पे	पदों की संख्या	पदों का श्रेणीवार विवरण							
				सामान्य		अपिव		अजा		अजजा	
				सामान्य	महिला	सामान्य	महिला	सामान्य	महिला	सामान्य	महिला
1	एनालिस्ट कम प्रोग्रामर	15600-39100+6600	01	01	-	-	-	-	-	-	-
2	जन सम्पर्क अधिकारी	9300-34800+4800	01	01	-	-	-	-	-	-	-
3	अनुभाग अधिकारी	9300-34800+4800	07	04	-	-	01	-	01	01	-
4	निजी सहायक	9300-34800+4200	01	-	01	-	-	-	-	-	-
5	इलेक्ट्रीशियन	5200-20200+2400	01	01	-	-	-	-	-	-	-
6	प्लम्बर	5200-20200+2400	01	01	-	-	-	-	-	-	-
7	वाहन चालक	5200-20200+2400	02	01	-	01	-	-	-	-	-
8	बुक/रिकार्ड लिफ्टर	5200-20200+1700	02	02	-	-	-	-	-	-	-

नोट :- अनुभाग अधिकारी के पदों में दण्डवत आरक्षण के अन्तर्गत 01 पद भू. सैनिक हेतु आरक्षित है।

आवेदन-पत्र दिनांक 23.01.2017 से 08.03.2017 तक भरे जाएंगे। आवेदन-पत्र की हार्ड कॉपी (केवल स्पीड पोस्ट/रजिस्टर्ड डाक द्वारा) विश्वविद्यालय में पहुँचने की अन्तिम तिथि 08.03.2017 (सायं 5.00 बजे तक) है।

नोट :-

- विस्तृत विज्ञापन यथा-आवेदन-पत्र का प्रारूप, आवेदन शुल्क, शैक्षणिक योग्यता, अनुभव आदि एवं दिशा-निर्देश हेतु विश्वविद्यालय की वेबसाईट [www.mgsbikaner.ac.in](http://www.mgsbikaner.ac.in) का अवलोकन करें।
- विज्ञापित पदों की संख्या में कमी/वृद्धि तथा भरने या रिक्त रखने का अधिकार विश्वविद्यालय के पास सुरक्षित रहेगा।
- क्र. सं. 1 पर अंकित पद हेतु निर्धारित आवेदन शुल्क रु. 1000/- (अनुसूचित जाति/अनुसूचित जनजाति/विशेष योग्यजन के लिए रु. 500/-) तथा क्र. संख्या 2 से 8 तक के पदों हेतु निर्धारित आवेदन शुल्क रु. 500/- (अनुसूचित जाति/अनुसूचित जनजाति/विशेष योग्यजन के लिए रु. 250/-) का डिमान्ड ड्राफ्ट "कुलसचिव, महाराजा गंगासिंह विश्वविद्यालय, बीकानेर" के पक्ष में देय होगा तथा आवेदन-पत्र के साथ संलग्न करना आवश्यक है।
- अनुसूचित जाति/अनुसूचित जनजाति/अन्य पिछड़ा वर्ग/विशेष योग्यजन श्रेणी के अभ्यर्थी सक्षम प्राधिकारी द्वारा जारी प्रमाण-पत्र (अपिव के लिए 6 माह से पुराना नहीं हो) आवेदन-पत्र के साथ संलग्न करें।
- उपरोक्त पदों में विशेष योग्यजन हेतु राजस्थान निःशक्तजन व्यक्तियों का (समान अवसर, अधिकारों का संरक्षण और पूर्ण भागीदारी) नियम, 2011 के प्रावधान लागू होंगे।
- प्रत्येक पद हेतु पृथक-पृथक आवेदन करना होगा तथा आवेदन शुल्क भी पृथक-पृथक देय होगा।
- निर्धारित प्रारूप में पूर्ण रूप से भरा गया आवेदन-पत्र वांछित संलग्नकों सहित विश्वविद्यालय में दिनांक 08.03.2017 (सायं 5.00 बजे) तक प्राप्त हो जाना चाहिए। निर्धारित तिथि के पश्चात प्राप्त होने वाले आवेदन-पत्रों पर कोई विचार नहीं किया जाएगा।

कुलसचिव

# MAHARAJA GANGA SINGH UNIVERSITY, BIKANER

Qualifications and Eligibility conditions etc for the posts advertised under Advertisement No. 02/2017 (Estt.).

## Qualifications & Experience:

### **1. Anyalist-cum-Programmer :**

1-M.C.A. or B.E./B.Tech. in Information Technology or Computer Science or Electronics and Communications from a recognized University established by law in India or a qualification recognized as equivalent thereto by the Government.

OR

M.Tech. degree in Information Technology or Computer Science or Electronics and Communications from a recognized University established by law in India or a qualification recognized as equivalent thereto by the Government.

OR

M.B.A. (IT) from a University established by law in India or a qualification recognized as equivalent thereto by the Government.

AND

Three years' post qualification relevant work experience in legal entity such as Government Organizations/ Government Undertakings/ Public Limited/Private Limited Companies etc.

2-Working knowledge of Hindi written in Devnagri Script and knowledge of Rajasthani Culture.

### **2. Public Relation Officer :**

Under Graduate Degree from a recognized University established under law of India along with 5 years experience as (i) Scrutineer (संवीक्षक) (ii) Journalist (iii) Assistant Public Relation Officer (iv) Sub Editor (v) Theatre Assistant (vi) Reporter (vii) Research Assistant (viii) Exhibition Assistant in the Department of State Public Relation or Information & Broadcasting of National or State level news agency

or

Under Graduate Degree from a recognized University established under law of India along with Diploma in Journalism from any recognized Institution

or

Post Graduate Degree in Hindi/English from a recognized University established under law of India along with 3 years experience of Journalism in the Department of State Public Relation or Information and Broadcasting of National or State Level News Agency

Note : Practical Knowledge of Devnagri Script of Hindi & Culture of Rajasthan.

### **3. Section Officer :**

- (i) Graduate with a minimum service of 10 years out of which atleast 4 years he/she must have worked as Assistant/Accountant.
- (ii) In the case of non-graduate, 14 years service out of which atleast 4 years he/she must have worked as Assistant/Accountant.

### **4. Personal Assistant :**

Atleast Graduate Degree from a recognized University with an efficiency in Stenography, Computer operation and also experience of atleast 3 years of working as Stenographer in a University or State Govt. Department.

**5. Electrician :**

Candidate should have I.T.I. Certificate in Electrician/Wireman Trade and Certificate of Electric Supervisor

**6. Plumber :**

Candidate should have I.T.I. Certificate in Plumber/Fitter Trade and 02 years working experience in Institute.

**7. Driver :**

Educated up to VIII<sup>th</sup> class with heavy & light duty Driving license and three years experience as a Driver and must also possess the following :-

- (i) Weight not more than 65 Kg.
- (ii) Sight 6x6 with or without glasses.
- (iii) Knowledge of roadside repairs and efficiency in Driving to be examined through a Trade Test by the Appointing Authority.

**8. Book/Record Lifter :**

Secondary Exam Passed with 02 year experience in College/University.

# **MAHARAJA GANGA SINGH UNIVERSITY, BIKANER**

## **INSTRUCTIONS FOR APPLICANTS**

1. The Applicant already in service should send his/her application through proper channel. However advance copy of application form can be considered subject to submission of NOC from his/her employer at the time of screening test/interview.
2. Merely fulfilling the minimum qualification or the eligibility criteria does not entitle a candidate necessarily considered or called for the Screening Test/Interview.
3. The age of the applicant should not be less than eighteen years on the last date of application.
4. Reservation will be made as per roster and policy of the Government of Rajasthan.
5. Self Attested copies of all relevant documents must be enclosed along with application form including qualification/experience. Incomplete application in any respect and application received after the last date will not be entertained.
6. Certificate in support of experience should be in proper format i.e. it should be on the organization's/Institute's letter head, bear the date of issue, indicate specific period or nature of work, name and designation, Pay band with GP etc issued by the employer, failing which the same will not be considered.
7. Reference of advertisement no. and post applied for should be mentioned on the envelope compulsorily.
8. To reduce the number of candidates to reasonable size, University may adopt appropriate screening criteria based on experience/academic qualification/General knowledge and desirable skills.
9. Candidate must fulfill required minimum qualifications up to the last date for submission of application form.
10. Retired persons need not to apply.
11. No T.A./D.A. will be paid for appearing in screening test/interview.
12. The appointments will be governed by the rules & provisions notified by the Maharaja Ganga Singh University, Bikaner/State Govt. from time to time.
13. Appointment will be made on probation for two years. Such appointments are likely to be made permanent after completion of the probation period provided work of the incumbent is found satisfactory.
14. New Contributory Pension Scheme, 2004 will be applicable to the selected candidates.
15. The binding of the number of children on prescribed date as notified by the Government of Rajasthan shall be applicable.
16. Pay Fixation of incumbent already working in University/Organization of State /Central Government will be made as per University/State Government rules.
17. The candidates are required to visit the University website regularly as the informations with regard to this posts, if any, shall be notified thereon.

**Registrar**



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NH-15, Jaisalmer Road, Bikaner-334004 (Rajasthan) INDIA

दूरभाष/Phone:0151-2212044 फेक्स/Fax:2212042 ईमेल/E-mail: registrar@mgsbikaner.ac.in

### ADVERTISEMENT No. 02/2017(ESTT.)

### APPLICATION FORM FOR THE POST OF

.....

1. Name :
2. Father's/Husband's Name :
3. Date of Birth :
4. Gender : Male ( ) Female ( ) Transgender ( )
5. Marital Status : Married ( ) Unmarried ( )
6. Category : Gen ( ) OBC ( ) SC ( ) ST ( ) PH ( )
7. Nationality :
8. Present Position :
8. Pay Band & Grade Pay :
9. Postal Address & Contact No.  
& e-mail ID : .....
- .....
- .....
- .....
- PIN .....
- e-mail ID :- .....
- Mob. No. :- .....
10. Details of Enclosed D.D. : No. .... Date ..... Rs.....
11. Academic Qualifications :

Attested by  
G.O. with  
Seal

Category	Name of Board/University	Subject (s)	Year	Division	% of marks	Enc. Page No.
Secondary						
Sr. Secondary						
Graduation						
Post Graduate						
Other Qualification						

**12. EXPERIENCE (From beginning to latest)**

Designation	Institution	Pay Band	Period		Total Experience	Nature of appointment permanent/ temporary/fix remuneration
			From	To		

**DECLARATION**

I .....hereby declare that the details given by me are true to the best of my knowledge and further that they are duly supported by certificates and relevant proofs.

**Place :**

**Date :**

**Signature of the applicant**

**FORWARDING REMARKS OF THE PRESENT EMPLOYER**

**Name of the office :** .....

No. ....

Date .....

Shri/Smt./Miss/Mr. .... is working as (Name of Post) ..... in the pay band and grade pay ..... with effect from ..... on temporary/permanent/fix remuneration basis and his basic pay in the above pay band is Rs. .... P.M. It is also certified that in case of his/her selection, he/she will be relieved.

His/her application is hereby forwarded for necessary action.

**Place :**

**Date :**

**Signature of the Forwarding Officer  
with seal**