



ANDHRA UNIVERSITY
VISAKHAPATNAM – 530 003
Advt. No.WS/2014, dated 19-02-2014

RECRUITMENT OF CANDIDATES ON TENURE BASIS

Applications in the prescribed form are invited for the following teaching and non-teaching positions on tenure basis purely temporary and on contract (**i.e. upto 31-03-2017**) at Dr. Durgabai Deshmukh Centre for Women Studies, Andhra University, Visakhapatnam. *Preference will be given to women candidates.*

Teaching positions: Reader – 1 (OC), 1 (BC/SC/ST); Lecturer – 1 (OC); Research Associate – 1 (OC);

Non-Teaching positions: Research Assistant – 1 (OC); Professional Assistant – 1 (OC); 2 (BC/SC/ST); Data Entry Operator -1 (OC), 2 (BC/SC/ST); Library Assistant -1 (OC); and Attendant – 1 (OC), 1 (BC/SC/ST)

NOTE: The prescribed application along with the position-wise requirement, qualifications, pay and other related information is available in the Andhra University website i.e. www.andhrauniversity.edu.in

Filled in application should reach the undersigned on or before 05-03-2014.

Prof. K.RAMA MOHANA RAO
REGISTRAR

Dr. Durgabai Deshmukh Centre for Women's Studies
Andhra University, Visakhapatnam
Andhra Pradesh

TEACHING

Sl. No.	Positions	No. of positions	Qualifications
1	Reader	2	Please see in Andhra University website: www.andhrauniversity.edu.in
2	Lecturer	1	
3	Research Associate	1	
Total:		4	

1. The positions are purely on temporary basis.
2. Speaking & writing of (Regional language) Telugu is essential for all the above positions.
3. Experience in the respective field is essential.
4. Minimum computer knowledge is essential for all the positions.
5. The performance and the behavior of the candidate will be taken into consideration for further continuation (upto 31st March, 2017).
6. University reserves all rights to fill or not to fill the positions advertised.
7. The application fee will be Rs.250/- for OCs, Rs.125/- for BCs and Rs.75/- for SCs/STs/PHCs payable by DD in favour of Registrar, Andhra University for each position.
8. Application form can be downloaded from A.U Website: www.andhrauniversity.edu.in

Note: Candidates have to produce their original certificates related to Educational qualifications, Experience, Caste, Age, Proof of Publications, Books and presentation of papers etc. for verification at the time of interview.

Dr. Durgabai Deshmukh Centre for Women's Studies
Andhra University, Visakhapatnam
Andhra Pradesh

NON-TEACHING

Sl. No.	Positions	No. of positions	Qualifications
1	Research Assistant	1	Please see in Andhra University website www.andhrauniversity.edu.in
2	Professional Assistant	3	
3	Data Entry Operator	3	
4	Library Assistant	1	
5	Attendant (One Attendant for office and one Attendant for Sweeping)	2	
Total:		10	

1. The positions are purely on temporary basis.
2. Speaking & writing of (Regional language) Telugu is essential for all the above positions.
3. Experience in the respective field is essential.
4. Minimum computer knowledge is essential for all the positions.
5. The performance and the behavior of the candidate will be taken into consideration for further continuation (upto 31st March, 2017).
6. University reserves all rights to fill or not to fill the positions advertised.
7. The application fee will be Rs.200/- for OCs, Rs.125/- for BCs and Rs.75/- for SCs/STs/PHCs payable by DD in favour of Registrar, Andhra University for each position.
8. Application form can be downloaded from A.U. Website: www.andhrauniversity.edu.in

Note: Candidates have to produce their original certificates related to Educational qualifications, Experience, Caste, Age, Proof of Publications, Books and presentation of papers etc. for verification at the time of interview.

ELIGIBILITY CRITERIAN

READER:

Good academic record with a Doctoral Degree or equivalent published work in the concerned/allied/relevant discipline. In addition to these, candidates who join from outside the university system shall also possess at-least 55% of the marks or an equivalent grade of B in the 7 point scale with letter grades O, A, B, C, D, E & F at the Master's Degree level. Five years of experience of teaching and / or research excluding the period spent for obtaining the research degrees and has made some mark in the areas of scholarship as evidenced by quality of publications, contribution to educational innovation, design of new courses and curricula.

Consolidated Pay : Rs.42,000/- per month

LECTURER:

Good academic record with at least 55% of the marks or an equivalent grade of B in the 7 point scale with letter grades O, A, B, C, D, E & F at the Master's degree level in the relevant subject from a recognized University.

Besides fulfilling the above qualifications, candidates should have Ph.D. Degree in the concerned/allied/relevant disciplines or cleared the eligibility test (NET/SLET/APSET) for Lecturers conducted by the UGC, CSIR or a similar test Accredited by the UGC.

Consolidated Pay : Rs.32,500/- per month

RESEARCH ASSOCIATE:

- i. Post Graduate Degree with Ph.D. with at least 55% of the marks.
- ii. 5 years research experience

Consolidated Pay : Rs.22,500/- per month

RESEARCH ASSISTANT:

- i. Post Graduate Degree.
- ii. Two or three years field work / research experience.

Consolidated Pay : Rs.16,000/- per month

PROFESSIONAL ASSISTANT:

- i. Any Bachelor's Degree by a recognized University.
- ii. Thorough knowledge in computer applications and soft skills in all programs

Consolidated Pay : Rs.11,000/- per month

DATA ENTRY OPERATOR:

Any Bachelor's Degree by a recognized University with Computer Knowledge and Data Entry Experience.

Consolidate Pay : Rs.9,500/- per month

LIBRARY ASSISTANT:

B.L.I.Sc. with any P.G. or M.L.I.Sc. with any Degree.

Consolidated Pay : Rs.14,000/- per month

ATTENDANT (for Office):

- i. Minimum 10th Class.

Consolidated Pay : Rs.7,000/- per month

APPLICATION FORM FOR TEACHING POSITIONS



ANDHRA UNIVERSITY
VISAKHAPATNAM 530 003

(PART - A)

Affix recent
passport size
photograph

Position applied for : _____

D.D. No. : _____ Date: _____

Name of the Bank : _____

Advertisement No. : _____ Date: _____

1. (i) Full Name : _____

(ii) Father's Name : _____

2. Date of Birth : _____ Age (as on date) _____

3. Nationality : _____ Sex _____

4. Religion : _____ Caste _____

5. Full Address : _____
for communication _____
(Present) _____

(Permanent) : _____

Phone No./ : _____

Mobile No. : _____

E-mail I.D. : _____

6. Do you claim any reservation (Put \surd mark) :

SC	ST	B.C.				
		A	B	C	D	E

If yes, enclose attested copy of the certificate obtained from a competent authority not below the rank of Thasildar.

7. Educational qualifications :

(Examination passed from Matriculation/Higher secondary onwards to Doctorate/Research Degrees)

Sl. No.	Examination and year	Subject	School/ College attended	Name of the Board/ University	% of marks obtained	Division/ Class/ GPA	Year of passing
1.	S.S.C.						
2.	Inter						
3.	Degree						
4.	P.G.						
5.	M.Phil/ M.Tech.						
6.	Ph.D.						
7.	Particulars of qualifying in NET/ APSET/if any						

8. Academic distinction :
(e.g., any prize, medal, Award, etc.)9. Research work done :
since taking the first
Research Degree.

10.(a) Any published work or books written by the applicant or particulars of any research or other work that he may like to mention (if necessary a separate sheet of paper may be used for this purpose).

	Published (Give number)	Under publication	Preparation (Please specify)	Submission
1. Books				
2. Research Papers				
3. Articles				
4.				
5.				

(b) Research Degrees awarded under your supervision:

	Awarded	Research in progress	Thesis/dissertation under submission
1. M.Phil.			
2. Ph.D.			
3.			

11. Post held, if any, at the :
time of sending the
application with date
of appointment (state
whether permanent,
on probation or
temporary)

12. Present monthly basic : Grade :
Pay and allowances : Basic Pay:
(state separately) Total Emoluments:

13. Teaching experience at Universities or Degree Colleges:

Name of the Univ./ College	Designation	Nature of post (temporary/ permanent)	Classes taught		Period (give dates)	Length of experience	
			Under graduate Pass/ Hons	Post-Graduate		Years	Months

14. Administrative experience, if any:

Name of the institution/ organization	Designation	Nature of post Temp. /permanent	Nature of assignment	Period (give dates)	Length of Experience	
					Years	Months

15. (a) Have you been :
Debarred or punished
for adopting unfair
means in any examinations
by the institution/Board or
University? If so,
Please specify.

(b) Have your ever involved :
in any Police case, if yes,
please give details.

DECLARATION

I hereby declare and certify that all the statements made in this application are true and correct to the best of my knowledge and belief.

Date:

Signature of the applicant

ENDORSEMENT OF THE FORWARDING AUTHORITY

(for in-service candidates only)

Mr./Ms./Dr. _____ Designation _____
 _____ has been working in a temporary / permanent capacity with effect from _____. His/Her basic pay is _____. This Institution / Organisation has no objection to the candidature of the applicant being considered for the position applied for.

Date:

Signature:

Seal of Office:
 /Organization)
 Designation
 Address
 Pin Code No.

Head of the Institution

(PART – B)
Academic Performance

Name of the applicant : _____

Department and Discipline : _____

RESEARCH AND ACADEMIC CONTRIBUTION

(Note: Applicants must submit documentary evidence in support of each of the claim)

A. Published Papers in Journals:

Sl.No.	Title with page Nos.	Journals with full reference and ISSN/ISBN Whether peer reviewed, Impact Factor, if any	No. of co-authors	Whether applicant is the main author

B (i) Articles/Chapters published in Books

Sl.No.	Title with page Nos.	Book Title, Editor & Publisher (with ISSN/ISBN)	No. of co-authors	Whether applicant is the main author

B (ii) Full Papers in Conference Proceedings:

Sl.No.	Title with page Nos.	Details of Conference Publications (with ISSN/ISBN)	No. of co-authors	Whether applicant is the main author

B (iii) Books published as single author or as sole editor.

Sl.No.	Title with page Nos.	Type of Book & Authorship (with ISSN/ISBN)	No. of co-authors Co-editors	Whether applicant is the main author

Ongoing and completed research Projects and Consultancies

C. (i & ii) Ongoing Projects/Consultancies:

Sl.No.	Title	Agency	Period	Grant / Amount mobilized (Rs. in lakhs)

C. (iii & iv) Completed Projects/Consultancies:

Sl.No.	Title	Agency	Period (with Grant/Amount Mobilized) (Rs. In lakhs)	Any policy document as outcome

D. Research Guidance

	Number enrolled	Thesis submitted	Degree awarded
M.Phil.			
Ph.D.			

E. (i) Training courses, Teaching – Learning-Evaluation Technology Programme, Faculty Development Programme (not less than one week's duration)

Sl. No.	Programme	Duration	Organized by

E (ii) Papers presented in Conferences, Seminars, Workshops, Symposia

Sl. No.	Title of the Paper	Conference / Seminar (Whether International / National)	Organized by

E (iii) Invited Lectures and Chairpersonships at National or International Conferences/Seminars etc.

Sl. No.	Title of Lecture / Academic Section	Conference / Seminar (Whether International / National)	Organized by

Date:

Place:

Signature of Applicant

APPLICATION FORM FOR NON-TEACHING POSITIONS



ANDHRA UNIVERSITY
VISAKHAPATNAM 530 003

Affix recent
passport size
photograph

Position applied for : _____

D.D. No. : _____ Date: _____

Name of the Bank : _____

Advertisement No. : _____ Date: _____

1. (i) Full Name : _____

(ii) Father's Name : _____

2. Date of Birth : _____ Age (as on date) _____

3. Nationality : _____ Sex _____

4. Religion : _____ Caste _____

5. Full Address : _____
for communication _____
(Present) _____

(Permanent) : _____

Phone No./ : _____

Mobile No. : _____

E-mail I.D. : _____

6. Do you claim any reservation (Put \checkmark mark) :

SC	ST	B.C.				
		A	B	C	D	E

If yes, enclose attested copy of the certificate obtained from a competent authority not below the rank of Thasildar.

7. Educational qualifications :

(Examination passed from Matriculation/Higher secondary onwards to Doctorate/Research Degrees)

Sl. No.	Examination and year	Subject	School/ College attended	Name of the Board/ University	% of marks obtained	Division/ Class/ GPA	Year of passing
1.	S.S.C.						
2.	Inter						
3.	Degree						
4.	P.G.						

8. Academic distinction :
(e.g., any prize, medal, Award, etc.)9. Post held, if any, at the :
time of sending the application with date of appointment (state whether permanent, on probation or temporary)10. Present monthly basic : Grade :
Pay and allowances Basic Pay:
(state separately) Total Emoluments:

11. Administrative experience, if any:

Name of the institution/ organization	Designation	Nature of post Temp. /permanent	Nature of assignment	Period (give dates)	Length of Experience	
					Years	Months

12. (a) Have you been :
Debarred or punished for adopting unfair means in any examinations by the institution/Board or University? If so, please specify(b) Have your ever involved :
in any Police case, if yes, please give details

DECLARATION

I hereby declare and certify that all the statements made in this application are true and correct to the best of my knowledge and belief.

Date:

Signature of the applicant

ENDORSEMENT OF THE FORWARDING AUTHORITY

(for in-service candidates only)

Mr./Ms./Dr. _____ Designation _____
_____ has been working in a temporary / permanent capacity with effect from _____. His/Her basic pay is _____. This Institution / Organisation has no objection to the candidature of the applicant being considered for the position applied for.

Date:

Signature:

Seal of Office:
(/Organization)
Designation
Address
Pin Code No.

Head of the Institution