

PONDICHERRY UNIVERSITY
PUDUCHERRY

Date: 27/09/2023

PRESCRIBED MINIMUM QUALIFICATION FOR VARIOUS NON-TEACHING POSITIONS

REGULAR/DEPUTATION BASIS:

Sl. No.	POST	MINIMUM ELIGIBILITY
1.	Director (Physical Education, Sports, National Service & Students Welfare)	Age limit: Preferably below 62 years
		Mode of Selection: Direct Recruitment/Deputation The appointment will be on tenure for a period of five years or till attaining the age of 65 years.
		<u>Essential Qualification:</u> An Eminent scholar with published work of high quality actively engaged in research. Ten years experience in the cadre of Professor with PhD degree and experience of having guided research at Doctoral Level.
		<u>Deputation:</u> By deputation from the Central / State Government or Institutes of National Importance or Universities / University level institution or Public Sector Undertakings and possessing the educational qualification and experience as prescribed for Direct Recruitment. In case of selection on deputation basis he/she will be governed by GoI instructions on deputation/foreign service and norms of Pondicherry University.
		<u>Other Conditions:</u> The Qualification and other conditions prescribed in the advertisement are subject to the regulations/norms stipulated by the MoE/UGC from time to time.

Sl. No.	POST	MINIMUM ELIGIBILITY
2.	Systems Manager	<p>Age limit: 50 Years</p> <p><u>Essential Qualification:</u></p> <p>i) M.E. / M.Tech. degree in Computer Science and Engineering / Information Technology with first class.</p> <p>ii) 5 years' experience at the Level 10 of Pay Matrix in Computer Centre management / software development and maintenance / database administration.</p> <p><u>Desirable:</u> Ph.D. in Computer Science</p> <p><u>Deputation:</u> Officers holding analogous posts on regular basis with 5 years of service in a government department / University / Educational or Research Institution and possessing qualifications prescribed under direct recruitment.</p> <p>In case of selection on deputation basis he/she will be governed by GoI instructions on deputation/foreign service and norms of Pondicherry University.</p>
3.	Placement Officer	<p>Age limit: 55 Years</p> <p><u>Essential Qualification:</u></p> <p>i. MBAM/M.E./M.Tech./equivalent with at least 55% of marks or its equivalent grade of B wherever applicable.</p> <p>ii. 8 years of experience at Assistant Professor/Lecturer level.</p> <p><u>Desirable:</u></p> <p>i. Ph.D.</p> <p>ii. Experience as Human Resource Manager in reputed organization.</p> <p>iii. Should be dynamic with excellent communication skills & Public Relations.</p> <p>iv. Candidates selected through Central/State Recruiting Agencies such as SSC/UPSC</p> <p>v. Knowledge of English, Hindi & Tamil</p> <p>vi. Two years in placement related activities.</p> <p><u>Deputation:</u> Assistant Professors and above level on regular basis with 8 years of service in a government department / University / Educational or Research Institution and possessing qualifications prescribed under direct recruitment.</p> <p>In case of selection on deputation basis he/she will be governed by GoI instructions on deputation/foreign service and norms of Pondicherry University.</p>

Sl. No.	POST	MINIMUM ELIGIBILITY
4.	Public Relations Officer	<p data-bbox="594 196 899 236">Age limit: 50 Years</p> <p data-bbox="594 271 987 311"><u>Essential Qualification:</u></p> <p data-bbox="607 349 1516 653">i) A Master's Degree with at least 55% of marks or its equivalent grade wherever applicable and a Degree/Diploma in Public Relations/ Journalism / Media relations or equivalent to relevant qualification. ii) 5 years of experience as an Officer in Public Relations in Educational Institutions/ Government Departments/ Public Sector Undertakings/ Autonomous bodies/reputed Private firms.</p> <p data-bbox="594 674 769 715"><u>Desirable:</u></p> <p data-bbox="594 715 1357 755">Proficiency in Tamil / Hindi / any foreign languages</p> <p data-bbox="594 771 781 811"><u>Deputation:</u></p> <p data-bbox="594 825 1516 1016">Officers with at least 5 years of regular service in the scale of Assistant Registrar / Equivalent in any recognized University / Autonomous body / Govt. Department or organization / Public Sector Undertaking and possessing the qualifications prescribed for direct recruitment.</p> <p data-bbox="594 1053 1516 1166">In case of selection on deputation basis he/she will be governed by GoI instructions on deputation/foreign service and norms of Pondicherry University.</p>

5.	Deputy Registrar	<p>Age limit: 50 years for Direct Recruitment 56 years for Deputation</p>
		<p>Mode of Selection: Direct Recruitment/Deputation</p>
		<p><u>Direct Recruitment:</u></p> <p>i) Master's Degree with atleast 55% of marks or its equivalent grade in a point scale wherever grading system is followed.</p> <p>ii) Nine years of experience as Assistant Professor in the Academic Level-10 and above with experience in Educational Administration. (or) Comparable experience in Research Establishments and / or other Institutions of Higher Education. (or) Five years of administrative experience as Assistant Registrar or in an equivalent post. (or) Five years of administrative experience as Assistant Registrar or in an equivalent post in Govt./Autonomous/Banking / Deemed/ Defence Organization etc.</p> <p>Desirable: i) Experience in the areas of Establishment / Examination / Academic / Finance/ Planning and Development.</p> <p>ii) Knowledge of Computer Applications</p>
		<p><u>Deputation:</u> Officers from the Central / State Government or Institutes of National Importance or Universities / University level institution or Public Sector Undertakings.</p> <p>a) Holding analogous posts or with three years regular service in Level – 11 or with eight years regular service in Level – 10.</p> <p>b) Experience in Administration, Establishment and Accounts.</p> <p>c) Possessing educational qualification as prescribed for Direct Recruitment.</p> <p>In case of selection on deputation basis he/she will be governed by GoI instructions on deputation/foreign service and norms of Pondicherry University.</p>
<p><u>Other Conditions:</u></p> <p>The Qualification and other conditions prescribed in the advertisement are subject to the regulations/norms stipulated by the MoE/UGC from time to time.</p>		

6.	Internal Audit Officer	<p>Age Limit: Preferably below 56 years</p> <p>Deputation: Officers holding analogous post with 5 years' regular service in Level 10 from the office of AG/CAG or any other organisation for Audit & Accounts Services, OR with 5 years' regular service in Level 10 from Central/State Govt., Universities and other autonomous organisation with relevant experience.</p> <p>In case of selection on deputation basis he/she will be governed by GoI instructions on deputation/foreign service and norms of Pondicherry University.</p>
7.	Horticulturist	<p>Age limit: 40 Years</p> <p><u>Essential Qualification</u></p> <p>i) M.Sc. in Horticulture / Agriculture with at least 55% of marks or its equivalent grade wherever applicable. ii) 5 years of relevant experience in Educational Institutions/PSUs, etc.</p> <p><u>Deputation:</u> Officer with at least 5 years' Regular service in the post of Assistant Horticulturist / Equivalent post. [OR] In the Level – 10, in any recognized University / Autonomous bodies / Govt. Department / Organisation / Public Sector undertaking and possessing qualifications prescribed under direct recruitment.</p> <p>In case of selection on deputation basis he/she will be governed by GoI instructions on deputation/foreign service and norms of Pondicherry University.</p>

8.	Assistant Registrar	<p>Age limit: 40 years for Direct Recruitment 56 years for Deputation</p> <p>Mode of Selection: Direct Recruitment/Deputation.</p> <p><u>Essential Qualification:</u></p> <p>Master's Degree from recognized University with at least 55% marks or its equivalent grade of B in the UGC seven point scale from a recognized University.</p> <p><u>Desirable:</u></p> <p>i. Five years' experience in Administration / Accounts / Examination as Section Officer or in an equivalent post in Govt. / Educational / Research Institution / Autonomous / Deemed / Defence Organisation etc.</p> <p>ii. Good Knowledge of Computer Application.</p> <p><u>Deputation:</u></p> <p>Officers holding analogous posts on regular basis or with 5 years' regular service in Level 7 / Level 8 in a government department / University / Educational or Research Institution / Teaching and / or Research experience along with proven administrative capabilities.</p> <p>In case of selection on deputation basis he/she will be governed by GoI instructions on deputation/foreign service and norms of Pondicherry University.</p> <p><u>Other Conditions:</u></p> <p>The Qualification and other conditions prescribed in the advertisement are subject to the regulations/norms stipulated by the MoE/UGC from time to time.</p>
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9.	Medical Officer	<p>Age Limit: 35 Years</p> <p><u>Essential Qualification</u></p> <p>Post Graduate in Medicine from a recognized Institution by the Medical Council of India.</p> <p>[OR]</p> <p>MBBS recognized by Medical Council of India with relevant working experience of three years in Government Hospital or Hospital recognized by the Government</p> <p>Desirable :</p> <p>For the post of Female Medical Officer - one year hospital experience in Obstetrics and Gynecology.</p> <p>Deputation:</p> <p>Officers of the Central Government, State Government, Union territories, autonomous or statutory organisations, PSUs, University or Recognized Research Institution: -</p> <p>a) Holding analogous post on a regular basis in the parent cadre or department; or</p> <p>b) Possessing the qualifications and experience prescribed for direct recruitment.</p> <p>In case of selection on deputation basis he/she will be governed by GoI instructions on deputation/foreign service and norms of Pondicherry University.</p>
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Sl. No.	POST	MINIMUM ELIGIBILITY
10.	Assistant Horticulturist	<p data-bbox="474 166 730 201">Age limit: 35 Years</p> <p data-bbox="492 223 873 263"><u>Essential Qualification</u></p> <p data-bbox="505 303 1507 419">i) M.Sc. in Horticulture/ Agriculture with at least 55% of marks or its equivalent grade wherever applicable with two years of relevant experience</p> <p data-bbox="967 422 1036 459">[OR]</p> <p data-bbox="505 462 1507 577">ii) B.Sc. in Horticulture / Agriculture with first class and five years of relevant experience in the cadre equivalent to Level-7 in Govt./Educational Institutions.</p> <p data-bbox="492 580 711 620"><u>Deputation:</u></p> <p data-bbox="492 623 1507 809">Officers holding equivalent posts or with at least five years of regular service in the scale of (Level 7 / 8) in any recognized University/ Autonomous Body/Govt. Department or Organisation/ Public Sector Undertaking and Possessing the qualifications prescribed under direct recruitment.</p> <p data-bbox="492 849 1507 948">In case of selection on deputation basis he/she will be governed by GoI instructions on deputation/foreign service and norms of Pondicherry University.</p>
11.	Section Officer	<p data-bbox="474 986 730 1021">Age limit: 35 Years</p> <p data-bbox="474 1042 836 1083"><u>Essential Qualification:</u></p> <p data-bbox="474 1085 1507 1357">i. A Bachelors Degree from a recognized University. ii. At least two years of experience in administration / accounts / secretarial work at the level of Assistant in the Level 6 or five years experience as UDC and above in the Level 4/5 of any Central / State Govt./ University / Public Sector Undertakings and other Central or State Autonomous Bodies or holding equivalent positions in the reputed private institution / corporate / bank.</p> <p data-bbox="474 1397 617 1438"><u>Desirable:</u></p> <p data-bbox="474 1440 1507 1475">Proficiency in noting, drafting and knowledge of computer operation.</p> <p data-bbox="474 1516 1507 1701"><u>Deputation:</u> Individuals with a minimum 5 years of regular service in the level of Senior Assistant / Equivalent in Level-6 in any recognized University / Autonomous Body / Govt. Department or Organisation / Public Sector Undertaking and Possessing the qualification prescribed for direct recruitment.</p> <p data-bbox="474 1741 1507 1841">In case of selection on deputation basis he/she will be governed by GoI instructions on deputation/foreign service and norms of Pondicherry University.</p>

Sl. No.	POST	MINIMUM ELIGIBILITY
12.	Private Secretary	<p>Age limit: 35 Years</p> <p>Essential Qualification:</p> <ul style="list-style-type: none"> i. A Bachelor's Degree from a recognized University / Institutions ii. At least 2 years experience as Personal Assistant or 5 years experience as Stenographer in a University / Research establishment / Central / State Govt./ University / Public Sector Undertakings and other Central or State Autonomous Bodies or holding equivalent positions in the reputed private institution / corporate / bank. iii. English Stenography speed – English - 120 wpm iv. Typewriting: Senior / Higher level in English <p>Desirable:</p> <ul style="list-style-type: none"> i) Knowledge of Computer applications. ii) Proficiency in English and good communication skills. iii) Hindi Stenography (55 wpm) and Typewriting (Higher or Senior Certificate). <p>Deputation: Individuals with a minimum 5 years of regular service in the level of Personal Assistant / Equivalent in Level-6 in any recognized University / Autonomous Body / Govt. Department or Organisation / Public Sector Undertaking and Possessing the qualification prescribed for direct recruitment.</p> <p>In case of selection on deputation basis he/she will be governed by GoI instructions on deputation/foreign service and norms of Pondicherry University.</p>
13.	Senior Assistant	<p>Age limit: 35 years</p> <p>Essential Qualification:</p> <ul style="list-style-type: none"> (1) A Bachelor Degree from recognized University/Institution (2) Two years' experience in Administration / Accounts as UDC or equivalent posts in a University/ College / Government / Quasi Govt. / Autonomous / Public Sector Undertakings. <p>Desirable:</p> <p>Proficiency in noting, drafting and knowledge of Computer Operations.</p>
14.	Statistical Assistant	<p>Age limit: 35 years</p> <p>Essential Qualification:</p> <p>M.A. / M.Sc. Degree in Statistics from a recognized University/Institution.</p> <p>Desirable :</p> <ul style="list-style-type: none"> i) Working knowledge in computer applications and data processing software. <p>Deputation / Absorption:</p> <p>From among persons working in equivalent grade / cadre in Govt. / Universities and possessing the qualifications prescribed under direct recruitment.</p> <p>In case of selection on deputation basis he/she will be governed by GoI instructions on deputation/foreign service and norms of Pondicherry University.</p>

Sl. No.	POST	MINIMUM ELIGIBILITY
15.	Coach (Sports)	<p>Age limit: 30 Years</p> <p><u>Essential Qualification:</u></p> <p>i) A Bachelor's Degree in Physical Education & Sports with 55% of marks. ii) A Diploma in coaching from NIS, Patiala or an equivalent qualification from a recognized Institution.</p> <p><u>Desirable:</u></p> <p>i) Experience in Coaching at least any two games at National/International level ii) 5 years' coaching experience.</p> <p>The requirement of minimum educational qualifications are relaxable in exceptional cases of outstanding sportsman/coaches with proven track record at the national /international level.</p>
16.	Manager (Guest House)	<p>Age limit: 30 years</p> <p><u>Essential Qualification:</u></p> <p>A Bachelor's Degree in Hotel Management from recognized University with at least 4 years' experience in a supervisory capacity in catering accommodation operation, and/or food and beverage management, in reputed Hotel/Guest House of Commercial or Higher Educational establishment.</p> <p style="text-align: center;">or</p> <p>A diploma in Hotel Management or catering technology from institution recognized by the government with at least 6 years in supervisory capacity in catering, accommodation operations and/or food & beverage management, in a reputed Hotel/Guest house of commercial or Higher Educational establishment.</p>
17.	Assistant Sports Officer	<p>Age limit: 30 years</p> <p>i) A Bachelor's Degree in Physical Education & Sports with 55% of marks. ii) A Diploma in coaching from NIS, Patiala or an equivalent qualification from a recognized Institution.</p> <p><u>Desirable:</u></p> <p>i) Experience in Coaching at least any two games at National/International level ii) 5 years' coaching experience.</p> <p>The requirement of minimum educational qualifications are relaxable in exceptional cases of outstanding sportsman/coaches with proven track record at the national /international level.</p>

Sl. No.	POST	MINIMUM ELIGIBILITY
18.	Senior Programming Assistant	<p>Age limit: 30 years</p> <p>Essential Qualification:</p> <p>M.C.A./M.Sc. Computer Science with at least 55% marks or its equivalent grade of B in the UGC seven-point scale with two years' experience.</p> <p style="text-align: center;">(or)</p> <p>B.E./B.Tech. in Computer Science /Information Technology or Equivalent with Three years' experience.</p> <p>Desirable: Experience in programming/ software development /database administration.</p> <p>Deputation: Individuals with five years regular service in the <u>Level-5 of Pay Matrix</u> in any recognized University/ Autonomous body/ Central /State Govt. Department /organization and possessing the qualifications prescribed under direct recruitment.</p> <p>In case of selection on deputation basis he/she will be governed by GoI instructions on deputation/foreign service and norms of Pondicherry University.</p>
19.	Professional Assistant	<p>Age Limit: 30 Years</p> <p>Essential Qualification:</p> <p>Master's degree in Library & Information Science from a recognised University /Institution with two years' experience in the relevant field in a university/research establishment/Central/State Govt./ PSU or autonomous bodies' library.</p> <p style="text-align: center;">OR</p> <p>(i) Bachelor's degree in Library/ Library & Information Sciences from a recognised University /Institution.</p> <p>(ii) Three years experience in the relevant field in a university/research establishment /Central /State Govt./PSU or autonomous bodies' library.</p> <p>iii) PG Diploma in Library Automation and Networking or PGDCA or equivalent.</p>
20.	Senior Technical Assistant (Science) Department: * Chemistry * Ecology	<p>Age limit: 30 years</p> <p>Essential Qualification:</p> <p>M.Sc. in the relevant Science subjects (Chemistry/Ecology) with 55% of marks with 3 years' experience in relevant Science Laboratory.</p> <p>Desirable:</p> <p>i) Experience in handling laboratory equipment and computers.</p> <p>ii) Good communication skills in English and Hindi</p>

Sl. No.	POST	MINIMUM ELIGIBILITY
21.	Technical Assistant (Science) Department: Bio-Chemistry & Molecular Biology	Age Limit: 30 Years
		<p><u>Essential Qualification:</u></p> <p>B.Sc. with relevant science subject(s) with 55% or equivalent marks</p> <p style="text-align: center;">AND</p> <p>2 years experience in relevant science laboratory.</p> <p><u>Desirable:</u></p> <p>i) Good command over English and Hindi or Tamil ii) Experience in handling laboratory equipment and computers</p>
22.	Technical Assistant (Electrical)	Age limit: 30 years
		<p><u>Essential Qualification:</u></p> <p>Diploma in Electrical Engineering with 5 years' of relevant experience in a Government or reputed Organisations.</p>
23.	Data Entry Operator	Age limit: 30 Years
		<p><u>Essential Qualification:</u></p> <p>i) A Bachelor's Degree from a recognized University/Institution. ii) Typewriting in English (Higher) iii) Working knowledge in operating computers for at least two years' experience</p> <p><u>Desirable:</u> Diploma or PG Diploma in Computer Applications.</p>
24.	Technician (Civil)	Age limit: 30 years
		<p><u>Essential Qualification:</u></p> <p>10th standard pass and ITI certificate in the requisite Trade with 5 years' experience</p>
25.	Technician (Electrical)	Age limit: 30 years
		<p><u>Essential Qualification:</u></p> <p>10th standard pass and ITI certificate in the requisite Trade with 5 years' experience</p>
26.	Assistant	Age limit: 30 Years
		<p><u>Essential Qualification:</u></p> <p>i. A Bachelor Degree from recognized University/Institutions. ii. Two years' experience as LDC or equivalent cadre on regular basis in Central / State / Quasi Govt. / University / Research Institution / Autonomous organization, etc. iii. Typewriting Lower/Junior grade in English (30 WPM).</p> <p><u>Desirable:</u> Knowledge of Computer Operations</p>

Sl. No.	POST	MINIMUM ELIGIBILITY
27.	Library Assistant	<p>Age limit: 30 years</p> <p>Essential Qualification:</p> <ol style="list-style-type: none"> i. A Bachelors degree from a recognized University / Institution. ii. Bachelor of Library and Information Science degree from a recognized University / Institutions. iii. Typing speed of 35 wpm in English <p>Desirable: Two years relevant experience in a reputed Library and good knowledge of application of Software used in the Library.</p>
28.	Senior Laboratory Attendant. Department: Bio-Technology/ Central Instrumentation Facility	<p>Age limit: 30 years</p> <p>Essential Qualification:</p> <ol style="list-style-type: none"> 1. A Bachelor's degree in Bio-Technology/Physics/Chemistry/Plant Sciences /Animal Sciences 2. Two years experience in a laboratory
29.	Junior Field Assistant	<p>Age limit: 30 years</p> <p>Essential Qualification:</p> <ol style="list-style-type: none"> i) 10th Class from a recognized board ii) Certificate / Diploma in Horticulture/ Agriculture issued by the Government Institutions/Universities.
30.	Junior Assistant	<p>Age limit: 30 years</p> <p>Essential Qualification:</p> <ol style="list-style-type: none"> i. A Bachelor Degree from recognized University / Institutions ii. Typewriting Lower/Junior grade in English (35 wpm)/ Hindi (30 wpm) <p>Desirable:</p> <ol style="list-style-type: none"> i. Knowledge in Computer operations [MS WORD/Excel/...] ii. Typewriting in Tamil
31.	Catering Assistant	<p>Age limit: 32 years</p> <p>Essential Qualification:</p> <ol style="list-style-type: none"> 1. 10th Class from a recognized Board. 2. ITI Trade certificate in Bakery and Confectionery (one-year duration) 3. 03 years' experience in cooking/catering services in educational institutions/guest houses, at least 3 Starred hotels or similar organizations.

Sl. No.	POST	MINIMUM ELIGIBILITY
32.	Driver	<p data-bbox="548 198 818 233">Age limit: 30 years</p> <p data-bbox="548 263 906 298"><u>Essential Qualification:</u></p> <ul style="list-style-type: none"> <li data-bbox="581 311 1507 387">i. A pass in 12th standard from a recognized Board or equivalent. <li data-bbox="581 397 1507 513">ii. Possession of a valid driving license for Light/Medium/Heavy motor vehicles issued by the competent authority having no adverse endorsement. <li data-bbox="581 524 1507 599">iii. Experience of driving motor vehicles for at least 3 years. <p data-bbox="565 610 748 645"><u>Desirable:</u></p> <ul style="list-style-type: none"> <li data-bbox="581 655 1507 731">i) Should be able to fix minor mechanical defects in vehicles <li data-bbox="581 741 1081 776">ii) Proficiency in English/Hindi
33.	Multi-Tasking Staff	<p data-bbox="548 825 818 860">Age limit: 25 years</p> <p data-bbox="548 895 906 930"><u>Essential Qualification:</u></p> <p data-bbox="548 940 1458 1016">Pass in 10th Standard or equivalent examination from a recognized Board</p> <p data-bbox="1008 1042 1057 1077" style="text-align: center;">OR</p> <p data-bbox="548 1077 1312 1153">ITI pass in the relevant subject where Technical qualifications are considered necessary</p>

CONTRACT/TENURE BASIS (5 years):

Sl. No.	POST	MINIMUM ELIGIBILITY
1.	DIRECTOR (EMRC) (Tenure basis - 5 years)	<p>Age limit: 55 years</p> <p>Mode of Selection: Direct Recruitment/Deputation</p> <p>Essential Qualification:</p> <p>A Master's degree in any subject. Eminent teachers / persons having experience of print / electronic media or journalism / theatre, art and culture with a total of ten years of regular service including administrative experience.</p> <p>Deputation:</p> <p>By deputation from the Central / State Government or Institutes of National Importance or Universities / University level institution or Public Sector Undertakings and possessing the educational qualification and experience as prescribed under direct recruitment.</p> <p>In case of selection on deputation basis he/she will be governed by GoI instructions on deputation/foreign service and norms of Pondicherry University.</p> <p>Other Conditions:</p> <p>The Qualification and other conditions prescribed in the advertisement are subject to the regulations/norms stipulated by the MoE/UGC from time to time.</p>
2.	Dean (CDC) (Tenure basis - 5 years)	<p>Age limit: Preferably below 57 years</p> <p>Essential Qualification:</p> <p>An eminent scholar or educational Administrator with published work of high order. 10 years of experience in the cadre of Professor with Ph.D. Degree and experience of having guided research at Doctoral Level.</p> <p>Desirable: Administrative experience in Professor's cadre in University System with a good track record.</p>
3.	Technical Officer Grade - II (contractual basis - 5 years)	<p>Age limit: 50 years</p> <p>Essential Qualification:</p> <p>i) M.E. / M.Tech. in Instrumentation (or) related area with at least 55% marks or its equivalent grade of B in the UGC seven-point scale.</p> <p>ii) At least 10 years' experience in reputed laboratories/ Universities / Institutions / Industries in maintenance of sophisticated scientific instruments.</p> <p>Desirable:</p> <p>Ph.D. in Instrumentation (or) related area.</p>

Sl. No.	POST	MINIMUM ELIGIBILITY
4.	Producer (EMRC) (Tenure basis - 5 years)	Age limit: 35 years
		<p><u>Essential Qualification:</u></p> <p>Master's degree in any branch of media and communication with three years experience in video production or direction preferably in Educational TV at UGC's EMMRC's or TV Channels [OR] Bachelor's Degree in Engineering with three years experience in video production or direction preferably, in educational TV. [OR] PG Diploma in direction from FTII or equivalent qualification and two years experience.</p>
5.	Junior Research Officer (EMRC) (Tenure basis - 5 years)	Age limit: 35 years
		<p><u>Essential Qualification:</u></p> <p>i) Master's degree in any subject or Bachelor's Degree in Engineering ii) 2 years' experience in video production related research.</p> <p><u>Desirable:</u> NET Qualification / Ph.D.</p>
6.	Engineer Grade – I (EMRC) (Tenure basis - 5 years)	Age limit: 40 years
		<p><u>Essential Qualification:</u></p> <p>B.E./B.Tech. in Electronics Telecommunications with two years experience in relevant field, preferably in operation and maintenance of video broadcast quality production equipment.</p>
7.	Cameraman [EMRC] (Tenure basis - 5 years)	Age limit: 30 years
		<p><u>Essential Qualification:</u></p> <p>A pass in 12th Standard and three year Diploma in Video Production / Cinematography from a recognized institute [OR] A pass in 12th Standard with three years experience as in broad cast quality Video Camera work.</p>
8.	Accounts Assistant (EMRC) (Tenure basis - 5 years)	Age limit: 35 years
		<p><u>Essential Qualification:</u></p> <p>(1) A Bachelor Degree from recognized University/Institution (2) Two years' experience in Administration / Accounts as UDC or equivalent posts in a University/ College / Government / Quasi Govt. / Autonomous / Public Sector Undertakings.</p> <p><u>Desirable:</u> Proficiency in noting, drafting and knowledge of Computer Operations.</p>

Sl. No.	POST	MINIMUM ELIGIBILITY
9.	Research Assistant (Tenure basis) – Tenure Co-terminus with UGC Scheme. i. Centre for Study of Social Exclusion & Inclusive Policy (2). ii. Centre for Women Studies (2).	Age limit: 30 years Essential Qualification: 1. Post-graduate Degree in relevant discipline with at least 55% marks or its equivalent grade wherever applicable. 2. One year Research / Project / Field experience. Desirable: Knowledge in Statistical Techniques and Computer Applications.
10.	Production Assistant [EMRC] (Tenure basis - 5 years)	Age limit: 30 years Essential Qualification: Master's degree in any subject or Bachelors Degree in Engineering with one year experience in Video production or Masters in Communication or equivalent degree with specialization in production
11.	Graphic Artist [EMRC] (Tenure basis - 5 years)	Age limit: 30 years Essential Qualification: Diploma in Applied Art from a recognized Institute (5 years structure after 10 th) or Degree in Applied Art or Equivalent qualifications desirably with experience in Computer Graphics or Graduate with a recognized Diploma in Computer Graphics with three years experience
12.	Technical Assistant (EMRC) (Tenure basis - 5 years)	Age limit: 30 years Essential Qualification: A pass in 12 th Standard and Diploma (3 years structure) in Electronics from recognized institute or equivalent qualification and one year experience in operation / maintenance of video equipment [OR] A pass in 10 th Standard plus Diploma (3 year structure) in Electronics from a recognized institute and 3 years experience in operation / maintenance of video equipment.
13.	Technician (EMRC) (Tenure basis - 5 years)	Age limit: 30 years Essential Qualification: A pass in 10 th Stand with ITI or equivalent certificate in video / Audio / Electronics/ Electrician grade / Air-conditioning and two years experience in relevant field.

Sl. No.	POST	MINIMUM ELIGIBILITY
14.	Research Associate (Tenure basis) – Tenure Co-terminus with UGC Scheme. i. Centre for Study of Social Exclusion & Inclusive Policy (2). ii. Centre for Women Studies (2).	Age: 35 years Ph.D in Social Science.
15.	Unit Peon (EMRC) (Tenure basis - 5 years)	Age limit: 25 years <u>Essential Qualification:</u> Pass in 10 th Standard or equivalent examination from a recognized Board <p style="text-align: center;">OR</p> ITI pass in the relevant subject where technical qualifications are considered necessary