



Shree Somnath Sanskrit University

(Established by Government of Gujarat)
Rajendra Bhuvan Road, Veraval, Dist-Gir Somnath-362 266.
Gujarat (India) Phone (O.) 02876-244532
www.sssu.ac.in



ADVERTISEMENT No.02/2024

The details regarding Educational qualifications, Experience, Age, Pay-Band and mode of application along with prescribed format can be obtained by visiting the University website www.sssu.ac.in

[A] QUALIFICATIONS:

Name of the Post : **Registrar (For the tenure of 05 Year)**

Number of Post : **One (01)**

Pay Scale : **7th Pay Matrix Level-14 Rs.144200/-**

Eligibility Essentials

- 1. Minimum Qualification:** A Master's degree with at least 55% of the marks of its equivalent Grade of 'B' in the UGC 7 point scale.
- 2. Experience:**
 - (i) At least 15 years of experience as an Assistant Professor in the AGP of Rs.7000/- and above; or with 8 years of service in the AGP of Rs.8000/- and above including as Associate Professor along with experience in educational administration.
 - OR**
 - (ii) Comparable experience in research establishment and/or other institutions of higher education.
 - OR**
 - (iii) 15 years of administrative experience out of which 8 years shall be as Deputy Registrar or an equivalent post.
- 3. Relaxation:** A relaxation of 5% of marks at the Master's level for SC/ST category is applicable.

[B] GENERAL INSTRUCTIONS & ESSENTIAL INFORMATION

1. The University reserves the right to withdraw the advertised post at any time without assigning any reason. The right is also reserved with the University either to fill or not to fill the post. The University's decision in this regard shall be final.
2. Application should be accompanied with a **Non-Refundable fee** of Rs.1000/- for General/Other category and Rs.500/- for SC/ST and Handicapped candidates only by Demand Draft (D.D) of Nationalized Bank or Scheduled Bank in favor of "**Registrar, Shree Somnath Sanskrit University, Veraval**".



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3. The applicant should ensure that the application is submitted to the University through **Registered Post A.D. / Speed Post only** so as to reach the **Registrar, Shree Somnath Sanskrit University, Rajendra Bhuvan Road, At-VERAVAL-362265** on or before the **Last date: 17/08/2024.**
4. Documentary proof in support of previous experience and academic qualifications indicated in the application should invariably be sent along with the application, failing which believe that you do not possess the experience and qualifications mentioned therein and the application shall be treated as incomplete and rejected.
5. Before submitting the application form you are advised to go through the qualifications prescribed for the post and make sure that you possess the same.
6. Candidates must write their E-mail address neatly and correctly for mailing interview/ appointment letter as attachment. The date E-mail is sent will be considered as the official date of dispatch and receipt of communication. Candidates not having an E-mail-ID must create an ID and check ID as well as University website www.sssu.ac.in regularly for further communication and Notices. The E-mail and Website is only the medium of correspondence.
7. The University reserves the right to alter/insert any corrections/additions in the advertisement/website in the event of any error etc., for which the candidates are advised to be in the lookout for announcements in the website www.sssu.ac.in.
8. **INCOMPTETE APPTICATION SHALL NOT BE CONSIDERED.**
9. The service conditions including pay scales and age of superannuation shall be as per Government of Gujarat/Norms. Maximum age limit for the post of Registrar is 57 year on last date of advertisement.
10. The Rules and Regulation prescribed by Education Department, Government of Gujarat, by circular no.: ૫૫૨/1208/3662/૫૧૬ ફાઈલ/૫-૨, dated: 22/11/2018 for the post of Registrar is applicable.
11. For the post of Registrar, the candidate of PwD / PH's Benchmark Disability as per the resolution No.: ૫૨૫ / ૧૫૨૦૨૪ / CHE-33 / ૫, Dated: 03/06/2024 of Education Department, Government of Gujarat is consider.
12. **Fees once paid shall not be refunded in any circumstances.**
13. Candidates already in service must submit their applications (hard copy) **through proper channel**. In case the applicant is in service and delay is expected in getting endorsement of the employer concerned on the original application, the applicant may submit advance copy of the application along with fees payable and all enclosures directly (with or without the employer's endorsement on the advance copy). If the original application through proper channel has not been received by the University on or before last date mentioned, the applicant will have to submit a 'NO OBJECTION CERTIFICATE' from his/her employer to the University at the time of interview failing which he/she shall not be interviewed.




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14. The appointment of Registrar is on the basis of direct recruitment for tenure of five years with a provision for re-appointment for a similar period.
15. Candidates who are already in service should submit a certificate from the employer or his/her authorized officer to the effect that no disciplinary proceeding is pending or contemplated against him/her.
16. Candidate should bring all original certificates relating to his/her age, qualification, experience and cast etc. at the time of interview. In case the candidate fails to submit the original documents for verification of certified photocopies of the enclosure to his/her application, he/she shall not be allowed to appear at the interview and his/her candidature shall be treated as cancelled without any further communication in this regard.
17. Canvassing in any form shall disqualify the candidature of candidate.
18. Application shall summarily be rejected without necessary supporting documents, duly self-attested, clear Photocopies of degree/certificate/marks sheets/experience certificate/category certificate (if applicable) issued by the respective Competent Authorities and incomplete applications shall be rejected summarily.
19. In case the last date fixed for receipt of applications is declared a holiday, next working day shall be deemed to be the last date for receiving the application.
20. If the space provided in application form is insufficient may be given on separate sheet as per format duly signed by the candidate and same may be securely attached with the application form.
21. The University will not be responsible for any postal delay.
22. In case of any dispute, any suite or legal proceeding by or against the University Courts within whose local jurisdiction, Headquarter of the University is situated shall have the jurisdiction.
23. The envelope should be superscribed as "Application for the post of Registrar".
24. CCC+ is compulsory as per the rules of Government of Gujarat.
25. No T.A.& D.A. shall be paid to the candidate for attending the interview.




Registrar
Shree Somnath Sanskrit University
Veraval (Gujarat)

Copy forwarded for information to:

1. The Secretary, UGC, Bahadurshah Zafar Marg, New Delhi -110002.
2. The Secretary General, Association of Indian Universities, AIU House, 16, Comrade Indrajit Gupta Marg, NewDelhi-110002.
3. The Principal Secretary (Higher Education) Department of Higher Education, Govt. of Gujarat, New Secretariat, Gandhinagar.
4. The Commissioner of Higher Education Gandhinagar.
5. The Registrars of all Central/State Universities for wide publicity.