



**SHIVAJI UNIVERSITY,**  
**KOLHAPUR – 416 004.**

**ADVT. NO. EST 17/2012**

Applications are invited for the following posts on or before 28/09/2012 with attested copies of necessary documents. Printed duly filled in applications should reach between office hours alongwith Demand Draft to **The Registrar, Shivaji University, Kolhapur.** The said posts are Government approved posts. Selected candidates will be considered as per the **new defined contribution pension scheme** of Government of Maharashtra. These posts are to be filled under the provisions of **Maharashtra Civil Services Rules, 1981.** The University deserves the right to increase or decrease the number of posts.

Sr. No.	Name of Post, Pay Band and Grade Pay	Category	Vacant posts	Minimum Qualification
1.	<b>Internal Auditor</b> अंतर्गत हिशोब तपासणीस  Rs.15600-39100 + 6600/-Grade Pay	Open	1	1) Bachelor's Degree of any Statutory University 2) At least five years experience as Class-II Officer as Auditor/ Internal Auditor or equivalent post in administration of a reputed educational Institute or Government. 3) Computer knowledge <b>Desirable :</b> 1) Chartered Accountant or ICWA or M.B.A. Finance 2) Knowledge and experience in Account/ Finance/ Audit/ Administration/ Office automation/ purchases and imports
2.	<b>Public Relation Officer</b> जनसंपर्क अधिकारी  Rs.15600-39100 + 6600/- Grade Pay	Open	1	1) Post-Graduate/ Bachelor's Degree of any Statutory University 2) Degree in Journalism 3) At least five years experience as Class-II Officer in the concerned field or equivalent post in administration in Government / Semi government/ Corporate Sector/ Media Houses <b>Desirable</b> 1) Excellent communication skills, written as well as oral 2) Expertise in ICT based presentation skills

3.	<b>Statistical Officer</b> सांख्यिकी अधिकारी Rs.9300-34800 + 5400/- Grade Pay	Open	1	1) M.Sc. (Statistics) with II Class of any Statutory University with at least five years administrative experience in the concerned field 2) Certificate/ Diploma in Computer Science <b>Desirable :</b> Knowledge and experience in Account/ Finance/ Audit/ Administration/ Office automation/ purchases and imports
4.	<b>Information Scientist</b> माहिती शास्त्रज्ञ Rs.9300-34800 + 5400/- Grade Pay	Open	1	1) Good academic record with at least II Class at M.Lib.& I.Sc. with P.G. Diploma in Library Automation OR 1) MCA with at least II Class/ Information Technology with P.G. Diploma in Library Automation OR 1) At least II Class B.E./ B.Tech. (Computer Science)/ IT with P.G. Diploma in Library Automation 2) At least five years experience in Library Automation & Networking
5.	<b>System Programmer</b> सिस्टीम प्रोग्रामर Rs.9300-34800 + 5400/- Grade Pay (Total 3 posts)	Open	2	1) Good Academic record with at least II Class B.E. in Computer Science of any Statutory University OR
		SC	1	1) Good academic record with at least II Class at M.Sc. in Computer Science/ Information Technology of any Statutory University OR
				1) Good academic record with at least II Class at Master of Computer Application (Science) 2) At least three years experience in Programming - Linux, PHP, •Net, C Programming/ Networking/ Website Designing Development of web applications <b>Desirable :</b> Knowledge and experience in Database administration preferably OCP (Oracle Certified Professional)

6.	<b>Medical Officer</b> वैद्यकिय अधिकारी Rs.9300-34800 + 5400/- Grade Pay	Open	1	1) M.B.B.S. Degree of any Statutory University 2) At least five years experience as Medical practitioner 3) N.P.A. as per Government rules.
7.	<b>Superintendent</b> अधीक्षक Rs.9300-34800 + 4400/- Grade Pay (Total 5 posts)	Total - 5		1) Bachelor's Degree of any Statutory University with minimum second Class 2) At least three years experience of administration in academic institution/ Government/ Semi Government <b>Desirable :</b> 1) Experience in University administration 2) Knowledge and experience in Accounts/ Finance/ Audit/ Administration/ Office automation/ purchases and imports
		SC - 2, OBC - 2, Open - 1		
8.	<b>Superintendent</b> (Record) अधीक्षक (रिकॉर्ड) Rs.9300-34800 + 4400/- Grade Pay	Open	1	1) At least Bachelor's degree with II Class of any statutory university 2) Diploma in record keeping. 3) At least three years administrative experience in Record Keeping <b>Desirable :</b> 1) Preference will be given to Bachelors degree in History/Library Science. 2) Knowledge and experience in Account/ Finance/ Audit/ Administration/ Office automation/ purchases and imports
9	<b>Junior Engineer</b> (Civil) कनिष्ठ अभियंता Rs.9300-34800 + 4400/- Grade Pay	ST	1	B.E. (Civil) with at least II Class & three years actual construction experience OR Diploma in Civil Engineering from B.T.E. with seven years actual construction experience
10	<b>Junior Engineer</b> (Electrical) कनिष्ठ अभियंता (विद्युत) Rs.9300-34800 + 4400/- Grade Pay	Open	1	B.E. (Electrical) with at least II Class & three years actual experience of Electrical works, Experience in H.T./ L.T. installation and distribution system desirable OR Diploma in Electrical with Seven years actual Electrical works experience. in H.T./ L.T. installation and distribution system desirable

For all the above posts :

- 1) Proficiency in Marathi and English languages is essential
- 2) Proficiency in Computer as prescribed by the State Government from time to time is essential.
- 3) Age limit for posts at Sr.Nos. 1 to 6 not less than 30 years and not more than 40 years.
- 4) Age limit for posts at Sr.Nos. 7 to 10 not less than 25 years and not more than 35 years.
- 5) Those who are in service of the University or affiliated colleges, upper age limit will be relaxed.
- 6) Upper age limit will be relaxed in case of the candidates belonging to reserved category upto a maximum of five years.
- 7) Prescribed upper and lower age limit for every post shall be considered on the date of publishing the advertisement.

**Note :**

1. The eligible candidates Should pass the University written examination. The passed candidates will be called for the interview in the proportion of 1:5.
2. The selected candidates should pass the Departmental examination during the probationary period.

### Instructions to the Applicants

1. The principle of Creamy Layer is applicable to all categories (except Open, Scheduled Caste and Scheduled Tribe) i.e.V .J. (A), N.T. (B), N.T.(C), N.T.(D), S.B.C. and O.B.C. as per the orders regarding the implementation of the said provisions issued by the Government vide Circular of Social Justice, Cultural Affairs and Special Assistance Department No. CBC-10/2006/PK-15/BCC--5 dtd. 5<sup>th</sup> June, 2006. Candidates belong to said categories are required to submit their Caste Certificate and Non-Creamy Layer Certificate accordingly at the time of interview.
2. As per the Government Resolution from Tribal Development Department No. 14/2000/PK-43/10 dated 24<sup>th</sup> May, 2001, selected candidate from Scheduled Tribe Category will not get appointment order until he/ she produces Caste Validity Certificate issued by Competent Authority.
3. Candidate belongs to backward category will have to submit the Caste Validity Certificate within six months from the date of his/her appointment from concerned Caste Validity Committee, as per the Government Resolution No. बीसीसी 2011/प्र.क 1064/16-ब, मुंबई dated 12.12.2011 in respect of this, all other procedure will be adopted as per the guidelines given by the Government in above said & other Resolution Provided in respect of Caste Validity, time to time.
4. As per the Government Resolution from G.A.D. No. Training 2000/ P.K.61/2001/39, dated 19<sup>th</sup> March, 2003, the candidate should submit anyone of the 'C.C.C.' or 'O' level, 'A' level or 'B' or 'C' level passing certificate from recognized D.O.E.A.C.C. Society or **MS-CIT** passing certificate from recognized institute of Maharashtra State within a period of two years from the date of his/ her appointment.
5. As per the Government Resolution from Finance Department No. DCP-1005/126/ Service-4, dated 31<sup>st</sup> October, 2005 the selected candidate would be covered under new 'Defined Contribution Pension Scheme' and the directives issued by the Government of Maharashtra from time to time are applicable in respect of appointments of the candidates on the basis of selection.
6. As per the General Administration Department, Mantralaya, Mumbai 400 032 Notification No. SRV 2000/CR(17/2000)/XII, dated 28<sup>th</sup> March, 2005 in respect of 'Small Family' a person who desires to apply for any post in Group A, B, C and D in any Government Service shall submit, alongwith the application, a declaration form in prescribed FORM.
7. Number of posts may change and the decision of the Shivaji University in this regard will be final.
8. The posts reserved for B. C. category will be filled in by the candidate/s (domicile of State of Maharashtra) belonging to that particular category only.
- \*9. The reservation for **Female candidates** will be in accordance with Government Resolution No. MISC-1096/C.R. 30/#-2 dated 1<sup>st</sup> August, 1997 issued by the Women's Child Welfare Department.
10. The reservation for handicapped candidates will be in accordance with Government Resolution No. अपंग 2011 / (22 / 11) / मशि-1 **dtd. 24 January, 2011** issued by the Higher & Technical Education Department,

11. The application form alongwith details regarding the Qualifications, Experience, Age and Pay Scale etc. may be downloaded from the University Web site [www.unishivaji.ac.in](http://www.unishivaji.ac.in) OR can be had by post alongwith self addressed envelope having postal stamp of Rs. 20/- from the Shivaji University, Publication Section, Room No. 112, Vidyanagar, Kolhapur – 416 004. Separate application should be submitted for each post in separate envelope superscribing the name of the post applied for. Application in the prescribed form together with attested copies of certificate/s should be sent in an envelope superscripted "**Application for the post of \_\_\_\_\_**", so as to reach the same to the Registrar, Shivaji University, Kolhapur – 416 004 within one month from the date of publication of this advertisement in newspaper. Applicants belonging to reserved category should submit Demand Draft of Rs. 100/- and the applicants of open category should submit Demand Draft of Rs. 200/- as the cost towards processing fee for each post, drawn in favour of '**The Finance and Accounts Officer, Shivaji University**' payable at Kolhapur.
12. Applicants already in the employment either in temporary capacity or in permanent capacity in the University, outside the University in government agencies should submit their applications through proper channel on or before last date prescribed for the purpose.
13. Applications with incomplete information, erased/ wrong information, in respect of educational qualifications, experience, age, caste certificate, if certificates are not attested, delayed through postal Departments etc. and without processing fee will not be considered. No correspondence in this respect will be made and information will be published at University website.
14. Applicants who are not eligible will not be informed independently/ individually.
15. Applicants are not allowed to make enquiry in this behalf.
16. Applicants should attend Examination/ test/ interview on his/ her own expenses.
17. On verification, if it is found that the information received from an applicant is faulty and/ or is based on faulty certificates will be liable for legal action and the selection will be immediately cancelled.
18. Any change in address given in the application form should be communicated to the **Registrar, Shivaji University, Vidyanagar, Kolhapur – 416 004.**
19. The Number advertised posts and recruitments is subject to approval from Govt. of Maharashtra as per Govt. Resolution dated 25/07/2012.
20. Canvassing directly or indirectly will be a disqualification.

Place : Kolhapur.  
Date : 29/08/2012

**PROF.(DR.) D. V. MULEY**  
REGISTRAR  
SHIVAJI UNIVERSITY, KOLHAPUR.



**SHIVAJI UNIVERSITY, KOLHAPUR**  
**Advertisement No. 17/ 2012**

Applications are invited in the prescribed form for the following Non-teaching posts.

- 1) Internal Auditor (1 post) (1 Open)
- 2) Public Relation Officer (1 post) (1 Open)
- 3) Statistical Officer (1 post) (1 Open)
- 4) Information Scientist (1 post) (1 Open)
- 5) System Programmer (3 posts) (2 Open, 1 SC)
- 6) Medical Officer (1 post) (1 Open)
- 7) Superintendent (5 posts) (1 Open, 2 SC, 2 OBC)
- 8) Superintendent (Record) (1 post) (1 Open)
- 9) Junior Engineer (Civil) (1 post) (ST-1)
- 10) Junior Engineer (Electrical) (1 post) (Open-1)

These posts are to be filled in University as per the provisions of MCSR, 1981.

The details of Qualification, Age, Pay Scale and Emoluments, prescribed application form and the instructions therein, etc. are available on the university website [www.unishivaji.ac.in](http://www.unishivaji.ac.in) under the tab "Application for the Administrative Post". Interested candidates may apply on or before 28/09/2012.

Kolhapur.

Date : 29/08/2012

**Prof.(Dr.) D.V. Muley**  
Registrar