

**MANIPUR UNIVERSITY  
CANCHIPUR: IMPHAL**

**Essential Qualification**

<b>Post Code</b>	<b>Name of Post</b>	<b>Essential Qualifications</b>
01	<b>Registrar</b>	<p>(i) A Master's degree with at least 55% of the marks or its equivalent grade of "B" in the University grants Commission 7 point scale.</p> <p>(ii) At least 15 years' of experience as Assistant Professor in the AGP of Rs. 7,000/- and above or with 8 years' of service in the AGP of Rs. 8, 000/- and above including as Associate Professor along with experience in Educational Administration;</p> <p style="text-align: center;"><b>OR</b></p> <p>Comparable experience in research establishment and/or other institutions of higher education.</p> <p style="text-align: center;"><b>OR</b></p> <p>15 years of administrative experience of which 8 years shall be as Deputy Registrar or an equivalent post.</p>
02	<b>Controller of Examination</b>	<p>(i) A Master's degree with at least 55% of the marks or its equivalent grade of "B" in the University grants Commission 7 point scale.</p> <p>(ii) At least 15 years of experience as Assistant Professor in the AGP of Rs. 7,000/- and above or with 8 years' of service in the AGP of Rs. 8, 000/- and above including as Associate Professor along with experience in Educational Administration;</p> <p style="text-align: center;"><b>OR</b></p> <p>Comparable experience in research establishment and/or other institutions of higher education.</p> <p style="text-align: center;"><b>OR</b></p> <p>15 years of administrative experience of which 8 years shall be as Deputy Registrar or an equivalent post.</p>
03	<b>Librarian</b>	<p><b>I. <u>Minimum essential qualifications and experience</u></b></p> <p>(a) A Master's degree in Library Science/information science/documentation with at least 55% of the marks or its equivalent grade of B in the UGC seven point scale and consistently good academic record;</p> <p>(b) At least thirteen years as a Deputy Librarian in a University Library or eighteen years' experience as a college Librarian.</p> <p>(c) Evidence of innovative library service and organization of published work.</p> <p><b>II. <u>Desirable:</u></b></p> <p>M.Phil/ Ph.D. degree in Library Science/information science/ documentation/ archives and manuscript-keeping.</p>



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04	Principal Manipur Institute of Technology (MIT)	<p><b>I. Minimum essential qualifications and experience ;</b></p> <p>a) BE/B.Tech. and ME/M.Tech in relevant branch with First Class or equivalent either in BE/B Tech or ME/M.Tech. and Ph.D. or equivalent in relevant discipline.</p> <p>b) Post Ph.D. publications and guiding Ph.D. students is highly desirable.</p> <p><b>II. Experience</b></p> <p>Minimum of 10 years experience in teaching/ Research/ Industry out of which at least 3 years shall be at the level of Professor</p> <p style="text-align: center;"><b>OR</b></p> <p>Minimum of 13 years experience in teaching and/ or Research and/or Industry.</p> <p>In case research experience, good academic record and books/ research paper publication/ IPR/patents record shall be required as deemed fit by the expert members of the Selection committee.</p> <p>If the experience in industry is considered, th same shall be at managerial level equivalent to Professor level with active participation record in devising/designing, developing, planning, executing, analyzing, quality control innovating, traning, technical books/ research paper publications/ IPR / patents, etc.as deemed fit by the expert members of the Selection committee.</p> <p>Flair for Management and Leadership is essential.</p> <p>In case of Architecture, Professional Practice of 10 years as certified by the Council of Architecture shall also be considered vaild.</p>
05	Deputy Librarian	<p>(i) A Master's degree in library science/information science/documentation with at least 55 % of the marks or its equivalent grade of B in the UGC seven points scale and a consistently good academic record;</p> <p>(ii) Five years' experience as an Assistant University Librarian/College Librarian.</p> <p>(iii) Evidence of innovative library service and organisation of published work and professional commitment, computerisation of library.</p> <p><b>Desirable:</b> M. Phil/Ph.D Degree in library science/information science/ documentation/archives and manuscript-keeping/computerisation of library.</p>
06	University Engineer	<p>B.E. (Civil/Electrical) from a recognised University institute.</p> <p><b>Experience</b></p> <p>6 (six) years experience in the grade of Assistant Engineer in the grade pay of Rs. 5400/- plus 4 years experience as Executive Engineer in the grade pay of 6600/- in a Govt. Engineering Department or in an Engineering branch in a University/ Semi-Govt. organisation.</p>
07	Deputy Finance Officer	<p>A Master's degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC 7 point scale; along with</p> <p>(i) Nine years' of experience as Assistant Professor in the AGP of Rs. 6000 and above with experience in educational administration, or</p> <p>(ii) Comparable experience in research establishment and/or other institutions of higher education, or</p> <p>(iii) 5 years' of administrative experience as Assistant Registrar or in an equivalent post</p>

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08	<b>Systems Manager</b>	<p>M.Sc. (Comp.Sc)/B.E. (Comp.Sc.)/B.E. (Comp.Sc.) with at least 55% of marks and 9 years experience of extensive programming and system management.</p> <p><b>OR</b></p> <p>MCA/M.Tech. (Comp.Sc.) with 55% of marks and 8 years' experience of extensive programming and system management.</p> <p><b>OR</b></p> <p>M.Sc. in Mathematics or Physical Sciences/B.E. in non-Computer branch with 55% of marks and 10 years experience of Computer Programming and system management.</p> <p><b>Desirable:</b> Experience in Computer Networking, Network Management.</p>
09	<b>Information Scientist</b>	<p>B.E. (Computer)</p> <p><b>OR</b></p> <p>B.Tech (CSE)</p> <p><b>OR</b></p> <p>MCA</p> <p><b>OR</b></p> <p>Master degree in Library and Information Science (M.Lib or M. Lib. I. Sc) and Post Graduate Diploma in Computer Applications (PGDCA)</p> <p><b>OR</b></p> <p>Bachelor degree in Library and Information Science (B.Lib or B. Lib.I. Sc.) with three years experience in the field and Post Graduate Diploma in Computer Applications (PGDCA)</p> <p>All Degrees/Diploma shall be from recognized University/ institutions with minimum 55% marks.</p> <p>The candidates will have to appear at the following written examination (Paper –I &amp; Paper-II)</p> <p><b>Paper -I</b></p> <p>General English [Essay, Office precis, Drafting and Applied English Grammer] 30 marks</p> <p>University Acts &amp; Statutes 20 marks</p> <p><b>Paper-II</b></p> <p>Basic Com, &amp; Information Tech. 50 marks</p>
10	<b>Assistant Registrar</b>	<p>Good academic record plus Master's degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC 7 points scale.</p> <p>The candidates will have to appear at the following written examination (Paper –I &amp; Paper-II)</p> <p><b>Paper -I</b></p> <p>General English [Essay, Office precis, Drafting and Applied English Grammer] 30 marks</p> <p>University Acts &amp; Statutes 20 marks</p> <p><b>Paper –II</b></p> <p>General Financial Rules 20 marks</p> <p>F.R. &amp; S.R. 30 marks</p>
11	<b>Programmer</b>	<p>B. Tech (CSE)</p> <p><b>OR</b></p> <p>B.E. (Computer)</p> <p><b>OR</b></p> <p>M.Sc. (Physical Sciences), DCA with 1 years experience in computer;</p> <p><b>OR</b></p> <p>MCA</p> <p>The Candidates will have to appear at the following written examination (Paper-I &amp; Paper-II)</p> <p><b>Paper-I</b></p> <p>General English [Essay, Office precis, Drafting and Applied English Grammer] 30 marks</p> <p>University Acts &amp; Statutes 20 marks</p> <p><b>Paper-II</b></p> <p>Basic Com. &amp; Information Tech. 50 marks</p>

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12	<b>Medical Officer</b>	MBBS or equivalent qualification as per Medical Council of India norms. <b>Desirable :</b> PG Degree in Medicine <b>Age limit :</b> 35 years
13	<b>Curator</b>	<ol style="list-style-type: none"> <li>1. Master's degree with at least 55% marks of a recognized University in Museology or its equivalent/ History of Arts; OR Master's degree in Indian History/Archaeology/Anthropology/ Fine Arts with at least 55% marks or its equivalent and PG diploma in Museology of a recognized institution or equivalent;</li> <li>2. Three years experience in a Museum of National/Regional Importance under the control of Central Government/State Government/Union Territories.</li> <li>3. Age limit: Below 45 years.</li> </ol>
14	<b>Public Relations Officer</b>	<ol style="list-style-type: none"> <li>1. Master's degree in Public Relations/Mass Communications and Journalism with at least 55% marks of a recognized University or its equivalent grade of "B" in the UGC 7 points scale. OR Master's degree with at least 55% marks or its equivalent grade of "B" in the UGC 7 points scale and PG diploma in Public Relations/Journalism/Media Relations or equivalent;</li> <li>2. 2 years relevant experience in the Editorial Department/Centre of any established Newspaper, National News Agency or Radio/ Television or Film Media/Educational Institution/Govt. Dept./PSU or research in relevant field.</li> <li>3. Knowledge of computer applications.</li> <li>4. Good Command over English &amp; Hindi.</li> <li>5. Age limit: Below 45 years.</li> </ol> <p><b>Desirable:</b></p> <ol style="list-style-type: none"> <li>i) Experience in editing/independent reporting/preparation of Press release.</li> <li>ii) Knowledge of one or more additional Indian languages.</li> </ol>
15	<b>Hindi Officer</b>	<ol style="list-style-type: none"> <li>(i) Post graduate degree in Hindi/equivalent form recognized University with 55 % marks. Besides, this at the level of graduation the candidate must have English as a subject;</li> <li>(ii) 5 years experience of technical work in Hindi and/or translation from English into Hindi and vice versa. Preference will be given to technical or scientific literary works or 5 years experience of Hindi teaching, research, writing or journalism.</li> </ol> <p><b>Desirable:</b> Knowledge of Sanskrit or any Indian Language. <b>Age limit :</b> Not more than 40 years. Five years relaxation in age limit will be given for the employees of Central Government/State Government/Universities and autonomous Institutions. Relaxation for SC, ST and OBC candidate will be given according to the norms of the Government of India. Age limit will be calculated from the last date of submission for application form:</p>

