# CENTRAL UNIVERSITY OF KARNATAKA

(Established by an Act of the Parliament in 2009)



Kadganchi, Aland Road Kalaburagi 585 367 Phone (08477) – 226743 Telefax: 226703

Website: www.cuk.ac.in Email: registrar@cuk.ac.in

# INFORMATION BOOKLET FOR RECRUITMENT OF REGISTRAR, CONTROLLER OF EXAMINATIONS AND INTERNAL AUDIT OFFICER

(NOTIFICATION No. 27/2022)

KALABURAGI January 2022



The Central University of Karnataka invites applications (**Online mode**) from eligible Indian citizens for appointment to the following positions. The Schedule for online is given below:

Commencement of Online Registration on CUK website:	17/01/2022
Last date of Online Submission:	17/02/2022
Last date for receipt of Hard copy of Applications	24/02/2022

Note: Applications received after the end of submission date & time will be summarily rejected.

#### **DETAILS OF VACANCIES**

Sl.	Posts	No. of Posts	Category	Pay Scale as per 7th CPC pay Matrix.	Remarks
1.	Registrar	01	UR	Level 14 with Rationalized entry pay of Rs.1,44,200/-	Direct Recruitment / Deputation basis.
2.	Controller of Examinations	01	UR	Level 14 with Rationalized entry pay of Rs.1,44,200/-	Direct Recruitment / Deputation basis.
3.	Internal Audit Officer	01	UR	Level 12 with Rationalized entry pay of Rs. 78,800/-	On Deputation Basis only.

# DETAILS OF ELIGIBILITY, QUALIFICATIONS, ETC.

INTERESTED CANDIDATES MAY NOTE THAT THE QUALIFICATIONS AS PRESCRIBED BY THE UGC FROM TIME TO TIME ARE APPLICABLE IN RESPECT OF THE POSTS MENTIONED AT SL. NOS. 1 to 3 ABOVE. THEY ARE ADVISED TO VISIT UGC WEB SITE (www.ugc.ac.in) FOR LATEST UPDATES, AND THE SAME WILL BE APPLICABLE AT THE TIME OF INTERVIEW.

#### 1. REGISTRAR

#### **Minimum Qualifications:**

- a. Master's Degree with at least 55% of marks or its equivalent grade of "B" in UGC seven point scale.
- b. At least 15 years of experience as 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

Comparable experience in research establishment and / or other institutions of higher education.

OR

15 years of administrative experience, of which 8 years should be as Deputy Registrar or an equivalent post.

Note: The same qualification will be applicable in case of deputation.

# Tenure of appointment:

Direct recruitment or on Deputation basis for a tenure of five years or till attaining the age of 62 years, whichever is earlier. (Eligible for re-appointment after observance of due selection process).

Age limit: Below 56 years.

#### 2. CONTROLLER OF EXAMINATIONS

#### Minimum Qualifications:

- a. Master's Degree with at least 55% of the marks or its equivalent grade of B in the UGC seven-point scale.
- b. At least 15 years of experience as 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

Comparable experience in research establishment and / or other institutions of higher education.

OR

15 years of administrative experience, of which 8 years should be as Deputy Registrar or an equivalent post.

# Desirable:

Relevant experience in conducting University/national level educational institution's examinations or other comparable examinations.

Note: The same qualification will be applicable in case of deputation.

### **Tenure of appointment:**

Direct recruitment or on Deputation basis for a tenure of five years or till attaining the age of 62 years, whichever is earlier (Eligible for re-appointment after observance of due selection process).

Age limit: Below 56 years.

# 3. INTERNAL AUDIT OFFICER (ON DEPUTATION)

# **Deputation**

Officers belonging to Audit and/or Accounts Services or other similar services in a Central/State Government organization or Autonomous body, holding analogous posts on regular basis;

OR

with 5 years' regular service in the PB-3 Rs. 15600-39100 GP Rs.6600 (Prerevised), preferably possessing the qualification such as CA/CMA/M.Com/MBA (Finance);

OR

with 8 years' regular service in the PB-3 Rs.15600-39100 GP Rs.5400 (Prerevised), preferably possessing the qualification such as CA/CMA/M.Com/MBA (Finance) (The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of receipt of applications)

# **Tenure of appointment:**

On Deputation basis for the tenure of five years or till attaining the age of 60 years, whichever is earlier.

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#### **GENERAL INFORMATION**

- 1. The prescribed qualifications and experience are minimum and the mere fact that a candidate possesses the same will not entitle him/her for being called for interview. The University reserves the right to restrict the candidates to be called for interview to a reasonable number on the basis of qualifications and experience higher than the minimum prescribed, or by any other condition that may deem fit. It would be open to the University to consider the names of suitable persons who may not have applied, but recommended by experts in their respective fields.
- 2. The statutory provision for relaxing of age, experience etc. prescribed in case of the candidates belonging to SC/ST/OBC/PWD categories will be made applicable to them as per UGC/GOI norms in force at the time of interview. Candidates are advised to check UGC and other relevant websites for updated information.
- 3. No TA/DA shall be paid to the candidates for attending the written test/interview.
- 4. Candidates are advised to fill their correct and active email addresses in the online application as all the correspondence will be made by the University through email only. Test/Interview schedule will be communicated through the email id in due course to the candidates on their registered email.
- 5. All the details furnished in the online application will be treated as final and no changes shall be entertained. The responsibility of entries in the application form lies with the applicant. Persons employed in Government/Semi Government Organizations/ Autonomous Bodies should process their application through proper channel and submit NOC with vigilance clearance.
- 6. The appointment of a candidate shall be subject to the verification of antecedents, educational qualifications, experience and medical fitness.
- 7. It shall be the responsibility of the candidate to assess his/her own eligibility for the post for which he/she is applying in accordance with the prescribed qualifications, experience and submit the application duly filled-in, along with the desired information and documents as per the advertisement. Suppression of factual information, supply of fake documents, providing false or misleading information or canvassing in any manner on the part of the candidates shall lead to his disqualification. In case, it is detected at any point of time in future, even after appointment, that the candidate was not eligible, appointment of the candidate shall be liable for termination forthwith as per this clause. In case of any ambiguity in the Recruitment Rules in general and eligibility in particular for any post, the decision of the Executive Council shall be final.



- 8. The University may draw a panel in the form of a waiting list to fill up a post. In case a candidate on higher merit regrets to join within a period of one year or resigns/dies after joining, within a period of one year, the offer shall be made to next candidate on the merit, if otherwise in order, to reduce the delay in filling up of the vacancies. Such a vacancy should not be treated as fresh vacancy.
- 9. The University reserves the right to withdraw an advertisement, either partly or wholly, at any time, without assigning any reasons. The University reserves the right to increase or decrease the number of vacancies.
- 10. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after the issue of appointment order, the University reserves the right to modify / withdraw/ cancel any communication made to the candidates.
- 11. In case of any dispute/ ambiguity that may occur in the process of selection, the decision of the University shall be final.
- 12. Wilful suppression of factual information or any document relating to the eligibility or otherwise as of a candidate, followed by supply of fake documents or misleading statement or information in the application or tampering with the documents, or providing such information relating to the achievements, caste, educational qualifications, experience or domicile, the Chief Vigilance Officer of the University shall have the powers to investigate / inquire into the matter and submit the report to the authority for further action at any stage of recruitment process or employment. If any of these acts is found to be true, the candidate shall be disqualified for appointment to the post or if already appointed, his/ her services shall be liable to be terminated, with immediate effect, after adhering to the procedures.
- 13. Canvassing in any form on behalf of any candidate will disqualify such candidate.
- 14. Selection will be made on the basis of candidates' previous record, their performance in the test/ interview (wherever applicable).
- 15. The in-service candidates should apply through proper channel, failing which the application is liable to be rejected.
- 16. The conditions of age and experience will be relaxed for in-service candidates, on the recommendations of the selection committee.
- 17. Separate application should be submitted for each post with prescribed fee.



- 18. Experience and qualifications will be reckoned as on the last date of receipt of applications.
- 19. Applications incomplete in any respect will not be considered.
- 20. No interim queries regarding test/interview/selection will be entertained.
- 21. The University reserves the right not to fill up any of the vacancies advertised, if the circumstances so warranted.
- 22. New pension scheme in accordance with the O.M.No. 1(13)EV/2001, dated 15/03/2004, Govt. of India, Ministry of Finance, Department of Expenditure, will be applicable with subsequent amendments.
- 23. In case of any disputes/suites or legal proceedings against the University, the Jurisdiction shall be restricted to the Courts in Kalaburagi, which is the Head quarter of the University.
- 24. The University will have the right to relax any of the qualifications, experience, age, letc., in exceptionally deserving cases of all posts on the recommendations of the screening and selection committee.
- 25. Errors and omissions are subject to corrections.
- 26. Applications received after the last date and without complete information or without requisite fee will be summarily rejected. The University will not be responsible for any postal delay.
- 27. Fee structure:

#### REGISTRATION FEE & MODE OF PAYMENT •

- Rs.1,500/- for UR/OBC/EWS category applicants
- Application fee exempted to SC/ST//PWD category applicants
- Fees once paid will not be refunded under any circumstances.
- Payment should be made online only, through credit/debit card/Net banking as provided in the payment gateway in the online application form.
- The application form shall be rejected in case payment is not received as above before the last date of closing the application.
- Payment should be made for each application separately.
- Online convince charges are as per payment method opted.
- Account Details:

Account Name

: Central University of Karnataka, Kalaburagi



Account No. : 5109101000001
IFSC : CNRB0005109
Bank : Canara Bank
Branch : Kadaganchi

28. Application forms have to be filled only in online mode, as available on the website of the University along with the present advertisement, within the prescribed time limit indicated in the advertisement. Offline forms will not be accepted.

29.	The	hard	copy	of	the	online	applic	ation	along	with	self-	attested	copie	s of
	testir	nonia	ls/certi	ificat	tes a	along w	vith ba	nk sli	p of re	egistra	tion f	ee in a	n enve	elope
	duly superscripted		"	"Application			for		p	post				
							196	_'' mı	ist be s	sent to	The	Regist	rar, Ce	entral
	University of Karnataka, Kadaganchi, Aland Road, Kalaburagi District -585 36										367			
	on o	r befor	re 24/0	)2/20	)22.									

Place: Kalaburagi Date: 11/01/2022 Registrar कुलसजिव/REGISTRAR कर्नाटक केन्द्रीय विश्वविद्यालय Central University of Karnataka गलनग GULBARGA.