



# VIKRAM UNIVERSITY, UJJAIN

No./adm/estt./2017/1625

dated : 02.11.2017

## Employment Notice for Non-teaching post

Application are invited in the prescribe form for following posts -

1. LIBRARIAN [पुस्तकालयाध्यक्ष]  
Post - 01 (One)  
Pay scale - 37400-67000+10000 [G.P]  
Qualification :- As/per U.G.C. norms.
2. DIRECTOR OF PHYSICAL EDUCATION [निदेशक, शारीरिक शिक्षा].  
Post - 01 (One)  
Pay scale- 37400-67000+10000 [G.P]  
Qualification :- As/per U.G.C. norms.

Application form can be obtainable from the University office, Madhav Bhavan, Kothi road, Ujjain. (M.P.) 456010 against demand draft of Rs. 500/- (five hundered)in favour of Registrar, Vikram University, Ujjain payable at Ujjain. Application form should be reached before date 08/12/2017 above address. (Application form can also be downloaded from [www.vikramuniv.net](http://www.vikramuniv.net) & the draft can be attached with Application form.

Details of Qualification, terms & conditions will be supplied along with the application form.

Appoiment made by the above posts as per U.G.C. rules & University Act.

As per order

  
REGISTRAR

# VIKRAM UNIVERSITY, UJJAIN

Employment Notice for Non-teaching post.

Application are inviting in the prescribe form following posts -

1. LIBRARIAN [पुस्तकालयाध्यक्ष]  
Pay scale- 37400-67000+10000 [G.P]  
Qualification required -
  - i. A Master's Degree in Library Science/Information Science/ documentation with at least 55% marks of its equivalent grade of B in the UGC seven points scale and consistently good academic record set out in these Regulations.
  - ii. At least thirteen years as a Deputy Librarian in a university library or Eighteen years experience as a College Librarian.
  - iii. Evidence of innovative library service and organization of published work.
  - iv. Desirable M.Phil/Ph.D Degree in library science/ information science documentation/ achieves and manuscript-keeping.
  - v. A minimum score of 400 poits in the Academic Performance Indicator [API]based Performance based Appraisal System [PBAS],as set out in UGC Regulation 2010. [3<sup>rd</sup> and 4th amendments 2016].
  - vi. A relaxation of 5% may be provided from 55% to 50% of the marks to Ph.D. Degree holders, who have obtained their Master's Degree prior to 19-09-1991
2. DIRECTOR OF PHYSICAL EDUCATION [निदेशक, शारीरिक शिक्षा].  
Pay scale - 37400-67000+10000 [G.P]  
Qualification required -
  - i. A Ph.D in Physical Education.
  - ii. Experience of at least ten years as University Deputy or fifteen years as University Assistant DPEs/College [selection grade]
  - iii. Participation in at least two national/international seminars/conferences.
  - iv. Consistently good appraisal reports.
  - v. Evidence of organizing competitions and conduction coaching camps of at least two weeks duration.
  - vi. Evidence of having produced good performance teams/athletes for competitions like state/national/inter-university/combined university etc.
  - vii. A minimum score of 400 poits in the Academic Performance Indicator [API]based Performance based Appraisal System [PBAS],as set out in UGC Regulation 2010.[3<sup>rd</sup> and 4th amendments 2016].

Application form can be obtainable from the University office Madhav Bhavan, Kothi road, Ujjain. (M.P.) 456010 against demand draft of Rs. 500/- (five hundred) in favour of Registrar, Vikram University, Ujjain payable at Ujjain. Application form should be reached before date 08/12/2017 above address. (Application form can be also be downloaded from [www.vikramuni.net](http://www.vikramuni.net) & The draft can be attached with Application form.

Appoiment made by the above post as per U.G.C. rules & University Act.

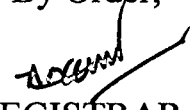
By Order,

  
REGISTRAR

Instructions : -

1. The qualifications for the posts at Sr. No. 1, 2 are as per UGC norms.
2. Copy of Circular, containing detailed instructions, qualifications, etc. for the posts is available only at the Univerisity Website : [www.vikramuniv.net](http://www.vikramuniv.net)
3. Persons already in service must send their application through their employer, All those candidates working in organizations/Institutions Including affiliated colleges of the university may be allowed to appear in interview without No Objection Certificate with the condition that in case the candidate is selected, no extension in joining time will be allowed. Such candidates are required to give an undertaking on the format available on university website :[www.vikramuniv.net](http://www.vikramuniv.net) All such candidates will be given standard joining time i.e. one month from the issuacnce of appointment letter.
4. The candidates are required to apply separately for each post earmarked for each Deptt/Station.
5. Incomplete applications in any respect or without the prescribed fee or received after the due date will not be entertained.
6. University reserves the right to fill or not to fill up the posts and to call only suitable candidates for interview.
7. No Candidate will be eligible to apply, having more than two alive children, out of them one borned on or after 26 January, 2001.
8. Written and/or Practical Test will be held wherever necessary.
9. IMPORTANT : Applicants for the posts of Librarian/Director Physical Education must attach the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) Proforma as set out the UGC Regulation 2010 (3rd and 4th amendments) (duly filled in all respects by them) and attested copies of supporting documents, with their applications.
10. A Minimum score of 400 points for Librarian/Director Physical Education equivalent cadres from category II and III of APIs (cumulative) are required as set out in UGC Regulations (3rd and 4th Amendment 2016)
11. Application once submitted will not be allowed to withdraw and application fees once paid shall not be refunded under any cicumstances neither it shall be held reserve for any other receruitment of selection process in future. Before applying for the post, candidates are advised to satisfy themselves about their eligibility.
12. Mere applying and satisfying the essential/minimum qualification required for a post and to qualify the written and/or practical test does not entitle the candidate any right of appointment.
13. The University shall verify the antecedents/documents submitted by the candidates at the time of appointment or any time during the tenure of the service. In case, it is detected that the documents submitted are fake of the candidate has a clandestine background and has suppressed the said information, his/her services shall be terminated forth with.

ujjain  
date:

By Order,  
  
REGISTRAR.

# VIKRAM UNIVERSITY, UJJAIN

## APPLICATION FORM

1. Post applied for : .....

2. Full Name : (In English Block letters) .....  
(In Devnagari) .....

3. Father's Name: .....

4. Date of Birth (Attach supporting document): .....

5. Postal Address : .....  
.....  
.....  
.....  
Ph. .... Mobile .....

6. Whether belonging to Schedule Caste or Schedule Tribe .....  
(If yes, please attach certificate from the appropriate authority.)

7. The applicants who have more than two alive children, out of them one borned on or after 26 January, 2001, give details :

- (1) Date of Birth of First Child -----
- (2) Date of Birth of Second Child -----
- (3) Date of Birth of Third Child -----

8. Present position:

Post held	Date of appointment	Salary and grade at present	Dearness and other allowances, if any	Date of next increment

9. Present employer with full address (if the applicant is employed, the application must be sent through proper channel): .....  
.....  
.....

10.(a) Candidate's mother tongue.....  
(b) What other languages he/she can Read.....Speak.....Write.....

11 . Academic Record:  
(Please mention details from Metric/Higher Secondary level onwards  
Attested copies of Certificates, Mark Sheets should be enclosed).

Examination passed	Subject offered	Year of passing	Class/Division/Grade obtained with percentage of marks	Name of the Board/University

12.Scholarship and Fellowship or Medals won with details .....

13. Teaching Experience:

1

S.No.	Name of the Institution	Post held	From To		Period		Degree/Post Graduate Classes
			(Date(s))		Y	M	

Total Teaching Exp. Degree .....  
 Total Teaching Exp. P.G .....

14. Membership of Academic Societies/Bodies/Associations: .....

15. Research Experience:

- a) Total Research Experience .....
- b) Particulars of Research Projects completed and in hand.....
- c) Particulars of guiding the Research Scholars:
  - (i) No. of candidates who have been awarded the Ph.D. under his/her supervision (attach Detailed list): .....
  - (ii) No. of candidates presently working under his/her supervision for Ph.D. (attach Detailed list): .....

16. Field/Area of Specialization with details: .....

17. (A) REFEREED RESEARCH JOURNAL PUBLICATIONS

- (1) No. of refereed International Journal Papers in the field (attach detailed list): .....
- (2) No. of papers in the National Journal Papers in the field (attach detailed list): .....

(B) PROCEEDING PAPERS PUBLISHED

- (1) No. of Papers in Seminars Proceedings (attach detailed list): .....
- (2) No. of Articles (attach detailed list): .....

(C) No. of Books Published (Give Name and Title, Details of Publishers for each): .....

18. Time required to join the service .....

19. Salary expected (Basic) .....

20. Whether applied for any teaching post previously under this University? If yes, give details. ....

21. Names and addresses of Referees, not related to the candidate:

- (1) .....
- (2) .....
- (3) .....

22. Give details if you have been at any time (a) pronounced unfit for Government service(b) dismissed, removed or debarred from Government service or (c) convicted in a criminal court: .....

23. Any other information which the applicant desired to give.....

Encl:

**DECLARATION**

I declare that the entries made in this form are true and correct to the best of my knowledge and belief:

Date:.....

(Signature of the Candidate)

# VIKRAM UNIVERSITY, UJJAIN

## SUMMARY OF THE APPLICATION

Application for the post of.....in the subject.....  
in reference to Advertisement No.....Date.....

1. Full Name :  
(In English Block letters) .....

2. Father's Name : .....

3. Postal Address to which letter of interview, if called, be sent :  
.....  
.....

Ph. .... Mobile .....

4. Date of Birth..... Age in Years..... Months.....

### 5. Qualifications:

Examination passed	Subject offered	Year of passing	Class/Division/Grade obtained with percentage of marks	Name of the Board/University

### 6. Teaching Experience

Post held	Date of appointment	Salary and grade at present	Dearness and other allowances, if any	Date of next increment

### 7. Experience of Guiding Ph.D (Please mention the Period)

- i) No. of Ph.D. Candidates: .....
- ii) No. of Candidates obtained Ph.D. ....
- iii) No. of Published work of high standard: .....
- iv) No. of Books Published: .....

8. Present Post and Pay : .....

9. Minimum Salary acceptable: .....

10. Time required for joining in case of Selection: .....

11. Any other remarks : .....

Date:

(Applicant's Signature)

# VIKRAM UNIVERSITY, UJJAIN

## Computation of API Score

### As per UGC Regulations, 2016 (3<sup>rd</sup> amendment)

(To be determined as on the Last date of Receipt of Application Forms per the Advertisement of the Post)

Name : ..... Post Applied for .....

#### REVISE ACADEMIC PERFORMANCE INDICATORS (API) FOR LIBRARIAN

#### CATEGORY -II : PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the Librarian Cadre's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. The minimum API required for eligibility for promotion is 15, A list of items and scores is given below. The self-assessment score should be based on objectively verifiable criteria and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian/college Librarian to higher grades and selection committee for the promotion of Assistant Librarian to Deputy Librarian and Deputy Librarian to Librarian and for direct recoupment of Deputy Librarian and Librarian. The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weight ages without changing the minimum total API score required under this category.

Nature of Activity	Maximum API Score	Actual Score	Claimed Score
(a) Student related co-curricular, extension and filed based activities (such Cultural exchange and Library service Programmes (various level of extramural and intramural programmes); extension, library-literary work through different channels.	15	Actual hours spent per academic year+10	
b) Contribution to Corporate life and management of the Library units and institution through participation in library and administrative committees and responsibilities.	15	Actual hours spent per academic year+10	
c) Professional Development activities (such as participation in seminars, conferences, short term, e-library training courses, workshops and events, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below)	15	Actual hours spent per academic year+10	
Total			

Signature of the candidate .....

**CATEGORY -III : RESEARCH AND ACADEMIC CONTRIBUTIONS**

Based on the self-assessment, API scores are proposed for research and library contributions, The minimum API scores required from this category are different for different levels of promotion in universities/colleges. The self-assessment score shall be based on verifiable criteria and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian/College Librarian to higher grades and Selection Committee for the promotion of Assistant Librarian to Deputy Librarian and Deputy Librarian to Librarian and for direct recruitment of Deputy Librarian and Librarian.

Category	Activity	University/College Librarians	Max. Score *	Claimed Score
III (A)	Research Publication in	Refereed Journals as notified by the UGC	15 per Publication	
		Other Reputed Journals as notified by the UGC	10 per publication	
III (B)	Publications other than journal articles (books, chapters in books)	Text/reference Books by International Publishers as notified by UGC	30 per Book for single Author	
		Subject Books by National Publishers as identified by the UGC or State/Central Govt. Publications	20 per Book for single Author	
		Subject Books by local publishers as identified by the UGC	15 per Book for single Author	
		Chapters in Books published by National and International level publishers identified by the UGC	International -10 per Chapter National -5 per Chapter	
III ©	<b>RESEARCH PROJECT</b>			
III © (i)	Sponsored Projects	Major Projects with grants above Rs. 5.0 lakhs	20 per Project	
		Major Projects with grants above Rs. 3.0 lakhs up to Rs. 5.0 lakhs	15 per Project	
		Major Projects with grants above Rs. 1.0 lakhs up to Rs. 3 lakhs	10 per Project	
III © (ii)	Consultancy Projects	Amount mobilized with a minimum of Rs. 2.0 lakhs	10 for every Rs. 2.0 lakhs	
III © (iii)	Projects Outcome/Outputs	Major Policy document of Central/State Govt. Bodies prepared	30 for each International /20 for each for national policy document	

Signature of the candidate -----



III (D)	RESEARCH GUIDANCE		
III (D) (i)	M.Phil	Degree awarded	5 per candidate
III (D) (ii)	Ph.D.	Degree awarded	15 per candidate
		Theses submitted	10 per candidate
III E	Awards/Fellowships/Invited lectures delivered/Papers presented in conferences/seminars		
III (E) (i)	Award/Fellowship	International Award/Fellowship from Govt./Reputed Organisation	15 per Award/15 per fellowship
	Award/Fellowship	International Award/Fellowship from Govt./Reputed Organisation	5 per Award
	Award	International Award/Fellowship form Govt./Reputed Organisation	5 per award
III (E) (ii)	Invited Lectures/Papers presented	International	7 per lecture/ 5per paper Presented
		National level	5 per lecture/ 3per paper Presented
		States/University level	3 per lecture/ 2per paper Presented
	The score under this sub-category shall be restricted to 20% of the minimum fixed for category III for any assessment period		
III (E) (iii)	Development of e-delivery process/material		10 par module
			Total

Signature of the candidate -----

\*Wherever relevant, the API score for paper in refereed journal would be augmented as follows : (i) paper with impact factor less than 1-by 5 points. (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 point; (iv) papers with impact factor between 5 and 10 by 20 points. (v) papers with impact factor above 10 by 25 points. The API for joint publications/books shall be calculated in the following manner: of the total score for the relevant category of publication by the concerned teacher, the First and Principal/corresponding auther/supervisor/mentor of the teacher wuld share equailly 70 % of the total points and the remaining 30% would be shard equally by all other authors.

**APPENDIX-III TABLE - II (B)**

**Minimum APIs and Other Norms for the Direct Recruitment of teachers in University Department/Colleges and weightages in Selection Committees to be considered along with other specified eligibility qualification stipulated in the Regulations.**

Minimum Norm/Criteria	Assistant Librarian/College Librarian (Stage 1)	University Librarian	Deputy Librarian in Universities (Stage 4)	Librarian (university only Stage 5)
API score (research and Academic Contribution-category III)	Minimum Qualification as stipulated in the regulations		Consolidated API score requirement of 300 points from categories II and III of APIs (cumulative)	Consolidated API score requirement of 400 points from categories II & III of APIs (cumulative)
Selection committee criteria weightages (Total weightage=100)	<ul style="list-style-type: none"> <li>(a) Teachins/computer and communication skills by a Lecture demonstration (50%)</li> <li>(b) Record of Library management skills (20%)</li> <li>(c) Interview performance (30%)</li> </ul>	<ul style="list-style-type: none"> <li>(a) Library related Research/Them e papers (3 Nos) Evaluation; (50%)</li> <li>(b) Library automation skills and Organisational Plans (20%)</li> <li>(c) Interview Performance (30%)</li> </ul>	<ul style="list-style-type: none"> <li>(a) Library Research Papers (five)evaluation (60%)</li> <li>(b) Organisational track record of innovstion library service and vision plap (20%)</li> <li>(c) Interview performance (20%)</li> </ul>	

**APPENDIX - III TABLE - II(c)**

Minimum Scores for APIs for direct recruitment of teachers in university departments/Colleges, Librarian/Physical Education cadres in Universities/Colleges, and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation.

	Assistant Professor/ equivalent (Stage 1)	Associate Professor/ equivalent (Stage 4)	Professor/equivalent cadres (Stage 5)
Minimum API Scores	Minimum Qualification as stipulated in these regulations	Consolidated API score requirement of 300 points from category III of APIs	Consolidated API score requirement of 400 points from category III of APIs
Selection Committee criteria / weightages (Total Weightages = 100)	<ul style="list-style-type: none"> <li>a) Academic Record and Research Performance (50%)</li> <li>b) Assessment of Domain Knowledge and Teaching Skills (30%)</li> <li>c) Interview performance (20%)</li> </ul>	<ul style="list-style-type: none"> <li>a) Academic Background (20%)</li> <li>b) Research performance based on API score and quality of publications (40%).</li> <li>c) Assessment of Domain Knowledge and Teaching Skills (20%).</li> <li>d) Interview performance: (20%)</li> </ul>	<ul style="list-style-type: none"> <li>e) Academic Background (20%)</li> <li>f) Research performance based on API score and quality of publications (40%).</li> <li>g) Assessment of Domain Knowledge and Teaching Skills (20%)</li> <li>Interview performance: (20%)</li> </ul>

Note: For universities/colleges for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 4 and 5 correspond to scales with AGP of Rs. 6000, 9000 and 10000 respectively