

**RECRUITMENT & PROMOTION SECTION**  
**OFFICE OF THE REGISTRAR, JAMIA MILLIA ISLAMIA**  
**JAMIA NAGAR, NEW DELHI-110025**

**Local Advt. No. 20/2024-25 dated 26.11.2024**

Applications on the prescribed form (*to be downloaded from the university's website <https://www.jmi.ac.in>*) are invited for the following positions purely on contractual basis in the Centre for Distance and Online Education, Jamia Millia Islamia for the Academic Session 2024-25, extendable further based on performance and requirement:-

**1. Assistant Professor (contractual) in Political Science / Public Administration - 01**

**Essential Qualifications:-**

**Eligibility (A or B):-**

- A. i) A Master's degree with 55% marks (*or an equivalent grade in a point-scale wherever the grading system is followed*) in a concerned / relevant / allied subject from an Indian University or an equivalent degree from an accredited foreign university.
- ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test conducted by the UGC or the CSIR, or a similar test accredited by the UGC, like SLET / SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil. / Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be exempted from NET / SLET / SET:-

*Provided*, the candidates registered for Ph.D. programme prior to July 11, 2009 shall be governed by the provisions of the then existing Ordinances / Bye-laws/Regulations of the Institution awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET / SLET / SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities / Colleges / Institutions, subject to the fulfilment of the following conditions:-

- a) The Ph.D. degree of the candidate has been awarded in a regular mode;
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) An open Ph.D. viva voce of the candidate has been conducted;
- d) The Candidate has published two research papers from his / her Ph.D. work, out of which at least one is in a refereed journal;
- e) The candidate has presented at least two papers based on his / her Ph.D. work in conferences / seminars sponsored / funded / supported by the UGC / ICSSR / CSIR or any similar agency.

*The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.*

**Note:** NET / SLET / SET shall also not be required for such Masters Programmes in disciplines for which NET / SLET / SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET / SET.

**OR**

- B. The Ph.D. degree has been obtained from a foreign university / institution with a ranking among top 500 in the World University Ranking (at any time) by any one of the following: (i) Quacquarelli Symonds (QS) (ii) the Times Higher Education (THE) or (iii) the Academic Ranking of World Universities (ARWU) of the Shanghai Jiao Tong University (Shanghai).

**Remuneration:-** Rs. 86,550/- (*Basic Pay in Academic Level 10 + Applicable DA*)

**Cont...P/2**

## **2. Consultant (Finance & Accounts) - 01**

### **Essential Qualifications:-**

1. Graduation in Commerce / BCIBF with PG Diploma / PG in Management.
2. At least 10 years working experience on Managerial position in the Management / Accounts / Finance Department of an Institute / Organization of repute.

**Remuneration:-** Rs. 60,000/- (*consolidated*)

### **GENERAL INSTRUCTIONS:-**

1. There will be no fee for filling up the application form for the above positions.
2. The concerned Centre will screen the applications of the candidates and will call for interview accordingly.
3. The period of active service spent on pursuing Research Degree i.e. for acquiring Ph.D. degree simultaneously without taking any kind of leave may be counted as teaching experience for the purpose of direct recruitment.
4. Applicants for the post of Assistant Professor are required to submit the Academic / Research Score Proforma, which can be downloaded from Jamia's website <https://www.jmi.ac.in>. Applications without Academic / Research Score Proforma shall not be considered. However, the same is not required for the post of Consultant (Finance & Accounts).
5. After 13.06.2019, all the research papers must be published in the UGC-Care list journals only and a proof of the same should be enclosed with the application form.
6. The Academic score as specified in Appendix II (Table 3A) for Universities shall be considered for short-listing of the candidates for interview only, and the selections shall be based only on the performance in the interview.
7. A relaxation of 5% may be provided from 55% to 50% in the marks to the Ph.D. degree holders, who have passed their Master's degree prior to 19.09.1991.
8. A relaxation of 5% may be provided from 55% to 50% in the marks at the Master / Graduate level for SC / ST / OBC (Non-creamy layer) / Persons with Disabilities candidates.
9. Relevant grade which is regarded as equivalent of 55% where the grading system is followed by recognized University shall also be considered eligible.
10. Candidates who have been awarded Ph.D. from foreign Universities should enclose '*Equivalence Certificate*' issued by Association of Indian Universities, New Delhi without which, their candidature will not be considered and application will be rejected.
11. (i) The candidates, who are, or have been awarded a Ph.D. Degree after 2009 should enclose a copy of the certificate to the effect that the awarding University has awarded Ph.D. Degree as per UGC (Minimum Standards and Procedure for Awards of M.Phil. / Ph.D. Degree) Regulations, 2009.  
(ii) The Marks sheet regarding the completion of course work in Ph.D. should be enclosed, if applicable.
12. 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 it may deem fit. The University may constitute a Screening Committee to scrutinize the applications and short-listing the candidates. Call letters for interview will be sent only to the short-listed candidates and no correspondence will be made with applicants who are not short-listed.
13. Candidates must enclose the attested copies of degrees, diplomas, mark-sheets, etc. giving reference of experience / published work with application form.

14. Knowledge of Urdu and Hindi is a desirable qualification for all the teaching / non-teaching positions.
15. Selection against temporary post shall not confer on the appointee any right of permanent appointment / regularization.
16. Relaxation, if any, shall be as per the UGC guidelines and other regulatory bodies.
17. Candidate already in service must apply through proper channel.
18. The University reserves the right to hold / not to hold the Selection Committee for any or all of the post(s) without giving any reason.
19. Separate application should be submitted for each post.
20. Canvassing, in any form or on behalf of the candidate will be a disqualification.
21. The number of vacancies indicated in the Employment Notification and in this booklet is tentative. The University reserves the right to increase / decrease the number of posts at the time of selection and make appointment(s) accordingly.
22. Application received late or without necessary supporting documents shall be rejected summarily.
23. The University reserves the right to alter / insert any corrections / additions in the advertisement / website in the event of any typographical error etc. before the last date of submission of applications form, for which the candidates are advised to be in the lookout for announcements on the University's website: <https://www.jmi.ac.in>.
24. In case of any inadvertent mistake in the process of screening / selection which may be detected at any stage even after the issue of interview letter / appointment letter, the University reserves right to modify / withdraw / cancel without any communication made to the candidate.
25. All correspondence from the University including interview letter, if any, shall be sent only at the e-mail address provided by the applicant in the application form. The applicants are advised to check the website of the University regularly for updates.
26. Qualifications and experience will be reckoned as on the last date of receipt of applications forms i.e. **06.12.2024**. The University will not be responsible for any postal delay in case of receipt of application forms.
27. The request for including any documents / information to the application form after the last date of submission of application shall not be entertained.

The candidates may download the prescribed application form from the University's website i.e. <https://jmi.ac.in> and submit the same complete in all respect to the Office of the Hony. Director, Centre for Distance and Online Education, Gate No. 20, Jamia Millia Islamia, Jamia Nagar, New Delhi – 110025 on or before **06.12.2024**.

  
(Prof. Md Mahtab Alam Rizvi)  
Offg. Registrar

Date: 26.11.2024

Copy to the following with the request to give it wider publicity without incurring any expenditure on behalf of the Jamia Millia Islamia:-

1. All the Deans of the Faculties / Heads of Department / Institutions / Offices / Centres / Schools, JMI for information and display on their notice boards;
2. The Finance Officer, J.M.I.;
3. The Secretary to Vice Chancellor, J.M.I.;
4. The Secretary to the Registrar; and
5. Notice Board: (i) VC's Office (ii) Registrar's Office and (iii) Recruitment & Promotion Section

Date: 26.11.2024

  
Asstt. Registrar (RPS)