



RASHTRIYA RAKSHA UNIVERSITY
(An Institution of National Importance)
Pioneering National Security and Police University of India
Lavad -Dehgam -382305, Gandhinagar,
Gujarat, INDIA

Recruitment of Non-Teaching Position

Walk-in/Online Interview RRU/SISPA/2023/09

School of Internal Security and Police Administration (SISPA)

Sr. No.	Name of the Post	Nature of Position	Monthly Fixed Remuneration in INR (Fixed)
01	Subject Matter Specialist	Purely Contractual (364 days)	Rs. 90,000/-
Note: - Filling up the attached Brief Profile of the candidate for Walk in/Online Interview is mandatory.			
Director SISPA			

Eligibility Criteria for the Contractual Positions

Subject Matter Specialist

Educational Qualification & Experience

- Bachelor's degree or above in any discipline from an Indian University, or an equivalent degree from an accredited Foreign University with at least 20 Years of Professional experience any on the Police/Security organization.

Desirable Qualifications

- Teaching professional experience from reputed institutions
- Ability to meet the timelines
- Effective Communication Skills in verbal and written formats.
- Ability to prepare reports/papers on various assignment.
- Fluency in English and working knowledge of Hindi and Gujarati language.

Key Responsibilities

- Publish policy papers, report on cutting edge issues;
- Provide research, training and extension assistance to the University,
- Programme/Course Coordinator including all related work like financial planning and academic planning in annual, monthly and weekly programmes;
- Organize workshops, training, conferences and seminars for stakeholders in relevant areas.
- Collaboration with external agencies/institutions with India and abroad.
- Perform any other duties as assigned or required by the Director and University authorities.

Note: The School retains the discretion not to make any appointment to this vacancy, to make an appointment at a revised remuneration, or to make an appointment with a modified job description and to fix revised qualification, experience, remuneration and requirements.

Preference may be given to female and experience candidate subject to performance in the Interview

How to Apply

1. Interested Candidate may send their duly filled candidate form along with their updated resume to Google Link before 06thOctober 2023. (Google Link: <https://forms.gle/smVsGNYVHmEjTnou5>)
2. Having fulfilled the above-mentioned qualification and experience doesn't entitle a candidate to be called for an interview.
3. Only shortlisted candidates will be called for an interview. Shortlisted candidates will be sent an email.
4. Incomplete application in any respect will not be entertained.
5. The School of Internal Security and Police Administration reserves the right to consider and to fill or not to fill positions in any of the above/ or any other specialization.
6. All qualifications must be from UGC recognized University/ Deemed University or AICTE approved autonomous Institutions (Whether applicable) or from a reputed institute/University abroad.

General Instructions

1. The prescribed qualifications and/or experience shall be the minimum, and the mere fact that a candidate possesses the same shall not entitle him/her for interview. The Rashtriya Raksha University shall have the right to restrict the number of candidates to be interviewed to a reasonable level based on better or higher qualifications and experience than the minimum prescribed.
2. The contractual appointment shall end on the stipulated date of expiry of contract in the appointment letter. Selected candidates shall have no right to renewal, extension or conversion into permanent employment.
3. The University retains the discretion not to make any appointment to this vacancy, to make an appointment at a revised remuneration, or to make an appointment with a modified job description and to fix revised qualification, experience, remuneration and requirements, with due consideration to the objective and purpose of the University with an aim to promote and strive for excellent academic, research, training and extension eco-system in the field of security and police.
4. Canvassing or influencing in any form on behalf of any candidate will disqualify such candidate. Rashtriya Raksha University reserves the right to take appropriate action against such candidates.
5. All the candidates are expected to download Application form from university website, duly fill and bring along with them the "Application form" for the interview. The Form should be neatly and legibly filled or typed preferably in at least 12 Garamond font size.
6. Filled the form for the same and produced at the time of document verification with all necessary documents with true copy.
7. Read carefully qualification & experience for the requirements of the relevant discipline and apply only if you have requisite qualifications and experience.
8. The Rashtriya Raksha University shall have the right to:
 - a. relax any of the qualifications/experience at its discretion;
 - b. draw/ reserve panel(s) against the possible vacancies in the near future;
9. Experience and qualification will be reckoned as on the date of interview.
10. No TA / DA shall be paid to the candidates for attending the interview.
11. In case of any inadvertent mistake in the process of selection, which may come to notice at any stage even after the issue of appointment letter, the Rashtriya Raksha University reserves the right to modify / withdraw / cancel any communication or offer made to the candidates at any stage.
12. In case of any dispute / ambiguity that may occur in the process of selection, the decision of the

Rashtriya Raksha University shall be final and binding.

13. No correspondence will be entertained from candidates regarding postal delays, conduct and result of interview and reasons for not being called for interview.
14. Candidates have to stay at Rashtriya Raksha University, Lavad Campus, if required.
15. The appointment shall be governed by the rules, regulations and/or decision of the Rashtriya Raksha University.
16. The candidates are required to bring three copies of their resume with photograph, affixed on all copies, original and one set of photocopies of their Academic certificates, Experience certificate and other documents.
17. Qualified female, reserved category, minority candidates are strongly encouraged.
18. Rashtriya Raksha University reserves the right to cancel the recruitment at any stage without giving a reason.
19. If you have any query/questions/information, please write only on **sispaoffice@rru.ac.in**
20. The University retains the clarification to offset the experience with education qualification and VICE-VERSA.

CORONA VIRUS SELF DECLARATION FORM

For the health and safety of our community, declaration of illness is required. Be sure that the information you'll give is accurate and complete. Please get immediate medical attention if you have any of the COVID-19 signs.

1. Name:
2. Mobile number:
3. Appear in the in interview for which position:
4. Date & Time of Interview:
5. Have you travelled abroad in 2023? Yes No. (If Yes, then answer question 5 & 6)
6. Name of Area Visited:
7. Dates of Travel:
8. Have you been in contact with people being infected, suspected or diagnosed with COVID-19? Yes No. If answer is Yes, then answer question 8
9. Your relationship with the people and your last contact date with them.
10. Please state whether you've Experienced/are experiencing the following symptoms

Sr. No	Symptoms	Yes	No
a.	Fever		
b.	Cough		
c.	Shortness of Breath		
d.	Persistent Pain in the Chest		

I undersigned, herewith, to declare that all information given above is true to the best of my knowledge and I currently do not live in a containment zone as per notified by the Government.

Date:
Candidate

Name & Signature of