

SANT GADGE BABA  **AMRAVATI UNIVERSITY**

Employment Notice

No.SGBAU/1/103/2-511 /2024

Date : 9.9. 2024

Applications are invited for **the Posts of Dean, Faculty of Science & Technology and Dean, Faculty of Humanities**, on or before 14th October,2024 (upto 5.00 PM)

Particulars of qualifications, pay-matrix, reservation, experience, other terms & conditions are available on the university website www.sgbau.ac.in in Advertisement Section.

Sd/-

Registrar

Sant Gadge Baba Amravati University



Particulars of reservation, qualifications, experience, other terms & conditions with regard to the posts of DEAN, Faculty of Science & Technology and DEAN, Faculty of Humanities as approved by the state government and advertised vide Employment Notice No. SGBAU/1/103/2-511/2024, dated 9.9.2024.

The Last date for receipt of application forms (ELEVEN Sets) in the University office is 14th October, 2024 upto 5.00 p.m.

ADVT. NO	Name of Post & Pay Matrix with Academic Level	No. of Post	Minimum qualifications/experience	Reservation
1	2		3	
3/2024	1) DEAN, Faculty of Science & Technology AL-14, Rs.144200-218200	1	The qualification and experience of the Professor or Principal having aggregate minimum teaching or research experience of not less than fifteen years. (As per provision of 15(4) of the M.P.U.Act, 2016)	OBC -1 Open -1
4/2024	2) DEAN, Faculty of Humanities AL-14, Rs.144200-218200	1	Note -(Please refer for details Maharashtra Public University Act, 2016 with Direction No.8/2019, 14/2019, 17/2019 & 50/2019 Available on University Website.)	

Terms & Conditions

- (1) As per provisions of section 15 of the Maharashtra Public Universities Act, 2016, DEAN shall be a statutory full time salaried officer. The term of Dean shall be co-terminus with the term of office of the Vice-Chancellor or till he attains the age of superannuation, whichever is earlier; provided that, the new Vice-Chancellor may continue his services as Dean till the new Dean is duly appointed; provided further that, in case vacancy occurs in the office of the Vice-Chancellor because of death, resignation or otherwise, the Dean shall continue to hold the post till the end of that academic year. The Dean shall have power & shall have to perform duties as incorporated in section 16 of the Maharashtra Public Universities Act, 2016.
- (2) Applicants are advised to read thoroughly Maharashtra Public University Act, 2016 with University Direction No. 8/2019, 14/2019, 17/2019 & 50/2019 available on University Website, before filling an Application & API Score formats.
- (3) Prescribed Application Form with details of qualifications experience & other conditions etc. can be had on Non Refundable payment of Rs. 2000 /- [Rs. 1000 /- in case of B.C. candidates] by cash / Demand Draft in favour of President, Sant Gadge Baba Amravati University Employees' Credit Co-operative Society, Amravati Ltd. from the counter of Sant Gadge Baba Amravati University Employees' Credit Co-operative Society, near Main Administrative Building, University Campus, Amravati during office hours. The application forms duly filled in should reach the undersigned **on or before the LAST DATE (upto 5 PM)** during working days.
- (4) The application form can also be downloaded from our website www.sgbau.ac.in. In this case, the application should be submitted with Demand Draft of Rs.2000/- (Rs.1000/- in case of BC candidates) (**non refundable**) of Nationalized Bank drawn in favor of **Finance & Accounts Officer**, Sant Gadge Baba Amravati University, Amravati so as to reach us **on or before the LAST DATE (upto 5 PM)**.
- (5) The candidates will require to submit Application along with true copies of testimonials, certificates, degrees, diplomas and complete list of published research papers to his/her credit if any, in **ELEVEN** sets should reach the University Office **on or before the LAST DATE**. Original documents will have to be produced at the time of interview.
- (6) Original Copy of application form should be filled in by the candidate in his/ her own handwriting or neatly typewritten on computer containing all columns. Remaining TEN sets of Xerox copies of good quality will be considered.
- (7) Qualifications & Pay matrix are as per UGC and State Government rules, applicable from time to time . Qualifications and age shall be considered as on the closing date.
- (8) The candidates shall have to submit and sign a declaration in Form 'A' as per rules prescribed by the Govt. of Maharashtra in respect of small family.
- (9) Attested copies of papers and documents or reprints submitted with application will not be returned.
- (10) Every such application which is not in prescribed form, late or incomplete will be rejected and no intimation in this regard will be sent to the candidate.
- (11) No correspondence will be entertained in respect of advertisement, interview, selection & appointment etc.

- (12) No TA/DA will be paid either for attending the interview or for joining the post.
- (13) A candidate furnishing incorrect or false information shall stand disqualified.
- (14) The right is reserved with the University either to fill or not to fill the post or to modify/alter/cancel the advertisement.
- (15) Canvassing in any form will be a disqualification.
- (16) Usual allowances and benefits as admissible under rules in force from time to time, however, pay and allowances will be paid after approval from the Joint Director/Director, Higher Education to the appointment.
- (17) Knowledge of Marathi language is desirable.
- (18) The age of retirement, recruitment, DCPS/NPS and all other conditions, as the case may be, shall be as prescribed by the State Government from time to time.
- (19) Applicants are advised to submit the applications to the University well in advance without waiting till the last date, to avoid postal delay or any other unforeseen problems. The University will not be responsible for any postal delay at any stage.
- (20) **The candidates who is already in service, should submit their application along with API Formats and supporting documents for the claimed score, through proper channel otherwise their previous services could not be considered for promotion, placement, protection of increments & previous service and other consequential benefits.**
- (21) Candidates belonging to reserved categories should submit caste certificate and certificate of validity issued by the competent authority in prescribed form, otherwise the application form will be rejected. Candidates belonging to the reserved category who are domiciled outside the Maharashtra State will be treated as Open Category candidates, as per G.R.No.CBC-1084/54577(1813)BCW-5, dt.1/11/1985 & Circular No. CBC-1688/(2829)/MAVAK-5, dt.29/7/1988.
- (22) **The candidates who are in service and changes the job after applying for the above post, must submit NOC of the present employer at the time of interview, otherwise protection of pay and previous service will not be considered.** They should furnish all the relevant information regarding their present service, legal proceeding or complaint, court cases, criminal cases, disciplinary actions, if any, pending in respect of his/her existing appointment/services. The candidate furnishing incorrect or false information shall stand disqualified. Any change in this information as and when occurred after the submission of the application till the completion of recruitment process should be brought to the notice of the University, failing which the University reserves the right to cancel the candidature and to debar him/her from selection.
- (23) Candidates who applied in response to earlier Advertisement No. SGBAU/1/103/3-428/2022, dated 19th October, 2022 should apply afresh without payment of fees.
- (24) **Applicants are advised to visit University website & check their emails for future communication in this regard regularly.**

Sd/-
Registrar,
Sant Gadge Baba Amravati University

Copy forwarded for information to :

- 1) The Secretary, University Grants Commission, Bahadurshah Zafar Marg, New Delhi-110011.
- 2) The Principle Secretary, Department of Higher and Technical Education, Government of Maharashtra, Mantralaya, Mumbai-400 032.
- 3) Director, Higher Education, Government of Maharashtra, Pune.
- 4) Jt.Director (H.E.) Amravati Division, Amravati.

Copy by email to :-

- 1) Registrar of All Universities in India.
- 2) Principals of all affiliated colleges, Sant Gadge Baba Amravati University.
- 3) Heads/Coordinators of all P. G. Teaching Departments, Sant Gadge Baba Amravati University.
- 4) All Administrative Officers, Sant Gadge Baba Amravati University.
- 5) In-Charge, University Employment & Guidance Bureau, Sant Gadge Baba Amravati University.

They are requested to give wide publicity to the above advertisement.

Application fee of Rs. 2000/- for General
and Rs.1000/- for Reserved Category

Sr. No.

Employment Notice No. SGBAU/1/103/2-511/2024, dt.9.9.24 Last Date of receipt of application- 14.10.2024



SANT GADGE BABA AMRAVATI UNIVERSITY

APPLICATION FORM

(Read carefully the complete advertisement, particulars, instructions and application form before filling it)

Paste
PASSPORT
SIZE
PHOTO
(Only on main
Form)
(Do not staple)

APPLICATION FOR THE POST OF : DEAN
IN THE FACULTY OF : _____
IN THE CATEGORY (RESERVATION) : _____
1) Name in Full :

(Surname first) (in Capital Letters)

2) Address for correspondence: _____

Phone No.: (Residence): _____ (Office) _____ (Mob.) _____

FAX No.: _____ E-mail: _____

3) Permanent Address: _____

4) Nationality: _____ State of Domicile _____

5) (a) Date of Birth : _____

(b) Present Age: Years: _____ Months: _____ Days: _____
(Attach true copy of S.S.C. Board Certificate OR School Leaving Certificate)

6) Whether member of SC/ST/ VJ/NT/SBC/OBC? YES / NO

If yes, specify – CATEGORY: _____ CASTE: _____

(Attach true copy of the Caste Certificate & certificate of validity issued from the competent authority as designated by the Govt .of Maharashtra)

7) Educational Qualifications (Please attach Mark Sheets/ Degree Certificates in chronological order)

Exams/ Degrees	Name of Examination	University/ Board	Division	Attempts	Year of Passing	% of marks obtained	Major subjects offered (specialization, if any)	Merit/ Prizes/ Medals conferred
Ph.D. (Relevant)								
M.Phil. (Relevant)								
P.G. (Relevant)								
U.G.								
H.S.S.C.								
S.S.C.								
Others								

(To be furnished by the candidate who is already in service)

NO OBJECTION CERTIFICATE

Certified that Dr./Shri./Smt./Ku. _____ is working as _____ in the subject _____ in the Deptt. of _____ w.e.f. _____ in the Pay Matrix Academic Level _____ drawing the basic pay of Rs. _____. This Office has no objection if he/she is selected for the post of _____ in the Sant Gadge Baba Amravati University and will be relieved within the stipulated period.

Place:

Date:

Signature of employer/Competent Authority with designation & Seal

DECLARATION
FORM – A

(See Rule 4 of the Maharashtra Civil Services (Declaration of Small Family) Rules, 2005)

I, Shri / Smt. / Kum. _____ son / daughter /wife of Shri _____, aged _____ years resident of _____ do hereby declare as follows :-

1. That I have filled my application for the post of _____
2. I have _____ (Number) living children as on today. Out of which No. of children born after Dt.28.3.2005 is _____ (mention dates of birth, if any).
3. I am aware that, if any total number of living children is more than two due to the children born after dt.28.3.2005, I am liable to be disqualified for the same post.

Signature of Applicant

IMPORTANT INSTRUCTIONS FOR FILLING UP OF AN APPLICATION FORM FOR THE TEACHING / OTHER POSTS OF THE UNIVERSITY.

1. Please read carefully University Direction Nos. 8/2019, 14/2019, 17/2019 & 50/2019.
2. This form is to be submitted in 11 similar copies. (One in original & 10 photocopies (Good Quality)). All the papers, enclosures and Form of Application in uniform Legal size would be preferred.
3. The attested True copies of Mark sheets, Experience Certificates, Caste Certificate, No Objection Certificate & other relevant testimonials shall be attached to all copies of APPLICATION FORM.
4. Candidates applying through proper channel should obtain No Objection Certificate from the present employer provided in application form.
5. These forms should be punched centrally by **punching machine** and tied using a Tag or Lace only; spiral binding, stapling, binding in a Book Form should be avoided.
6. Passport size Photograph is to be pasted on Main Application Form only. **Do not staple.**
7. Person sending Advance Copy of the Application Form should send only one copy complete in all respect. Eleven Copies are not expected, in such cases.
8. Candidates applying for the same post in two different categories, i.e. OPEN & B.C. should submit their applications separately. Common Application Form for two categories or two posts shall not be considered.
9. **LIST OF ENCLOSURES:** Please list and attach copies of certificates, Caste Validity, Experience Certificates, etc. related to the information given in the Application Form serially as per sequential column Nos.

SANT GADGE BABA AMRAVATI UNIVERSITY

PART B : ACADEMIC PERFORMANCE INDICATORS

CATEGORY : I

TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

I. Direct Teaching (Lectures/ Practicals/ Tutorials/ Field Work / Project Supervision taken should be based on verifiable records.).

Sr. No.	Course/Paper	level	Mode of teaching*	Hours allotted per week	Hours Engaged	Percentage of lectures engaged/ conducted	Grading	Proof Document* *
Odd Semester								
1								
2								
3								
4								
5								
6								
7								
8								
9								
Even Semester								
10								
11								
12								
13								
14								
15								
16								
17								
18								

* Lecture (L), Tutorial (T), Practical (P), Field Work (FW), Project Supervision (PrS)

Grading Criterion:- 80% and above – Good; Below 80% but 70% and above- Satisfactory; Less than 70%- Not satisfactory.

****As per table under the document Annexure I (A)**

Overall Grading (Category : I) :-	
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Signature of Teacher

SANT GADGE BABA AMRAVATI UNIVERSITY

PART B : ACADEMIC PERFORMANCE INDICATORS

CATEGORY : II

INVOLVEMENT IN ADMINISTRATIVE, EXAMINATION, CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.

II i. Administrative Responsibility.

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.				
2.				
3.				

II ii. Contribution to corporate life through committees and duties assigned by the authority.

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.				
2.				
3.				

II iii. Examination Work:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.				
2.				
3.				

II iv. Discipline related co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.				
2.				
3.				

II v. Other co-curricular activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.				
2.				
3.				

II vi. Extension and dissemination activities:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.				
2.				
3.				

II vii. Institutional governance:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.				
2.				
3.				

II viii. Conduct of Lectures:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.				
2.				
3.				

II ix. Participatory and Innovative Learning:

Sr. No.	Responsibility	Nature of Work	Grading	Proof Document**
1.				
2.				
3.				

II x. Evidence of actively involved in guiding Ph.D. students:

Sr. No.	No. of Ph.D. Students Registered	No. of Ph.D. Students submitted Thesis	No of Students Awarded Ph.D. Degree	Grading	Proof Document**
1.					
2.					
3.					

II xi. Conduct of Research Projects:

Sr. No.	Title of Project	Major/ Minor	Period of Award	Amount Approved	Name of Funding Agency	Grading	Proof Document**
1.							
2.							
3.							

II xii. Research paper Published:

Sr. No.	Title with page nos.	Journal	ISSN / ISBN No.	Whether peer reviewed Impact Factor, if any	No. of co-authors	Whether you are the main author	Whether Refereed / other Journal as notified by the UGC#	Grading	Proof Document**
1									
Total									

Grading Criteria:- Good - Involved in at least 3 Activities; **Satisfactory**- 1-2 activities and **Not-satisfactory** - Not involved/ undertaken any of the activities.

****As per table under the document Annexure II (A)**

Overall Grading (Category : II) :-	
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Signature of Teacher

SANT GADGE BABA AMRAVATI UNIVERSITY

PART B : ACADEMIC PERFORMANCE INDICATORS
CATEGORY : III
RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

III A. Research Papers publication:

Sr. No.	Title with page nos.	Journal	ISSN / ISBN No.	Whether peer reviewed Impact Factor, if any	No. of co-authors	Whether you are the main author	Whether Refereed / other Journal as notified by the UGC#	Augmented API Score	Proof Document**
1									
Total									

III B.a. Publications other than journal articles (books, chapters in books):

Sr. No.	Title with page nos./ Chapter with page no.	Book Title, editor & publisher	Publication International / National/ Local	ISSN/ ISBN No.	Whether approved by University	No. of co-authors	Whether you are the main author	API Score	Proof Document**
1									
Total									

III B.b. Publications in the form of Cassettes/CDs/DVDs, Tracks published/ Recorded:

Sr. No.	Cassettes/CDs/DVDs, Tracks published/ Recorded	Company	Publication International / National/ Local	Whether approved by University	No. of artists	Whether you are the main artist	API Score	Proof Document**
1								
Total								

III B.c. Publications in the form of individual Cassettes/CDs/DVDs, Tracks published/ Recorded:

Sr. No.	Individual Cassettes/CDs/DVDs, Tracks published/ Recorded	Company	Publication International/ National/ Local	Whether approved by University	API Score	Proof Document**
1						
Total						

III C. CREATION OF ICT MEDIATED PEDAGOGY AND CONTENT AND DEVELOPMENT OF NEW AND INNOVATIVE COURSES AND CURRICULA

Sr. No.	Innovative Pedagogy/ New Curricula/ Courses/ MOOCs/ E-Content	Name of Activity	Authority Concern	Publisher	Course Credit/ Module	API Score	Proof Document**
1							
Total							

III D.a RESEARCH GUIDANCE:

Sr. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score	Proof Document**
M. Phil.					
Ph. D.					
P.G. Dissertation					
Total					

III D.b RESEARCH PROJECTS COMPLETED:

III D. b (i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document**
1							
Total							

III D.b (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	Policy Document Generated	API Score	Proof Document**
1							
Total							

III D.c ONGOING RESEARCH PROJECTS:

III D.c (i). Sponsored Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document**
1						
Total						

III D. c (ii). Consultancy Projects:

Sr. No.	Title	Agency	Period	Grant / Amount Mobilized (Rs lakh)	API Score	Proof Document**
1						
Total						

III E.a Patents Awards:

Sr. No.	Title of Patents	Award conferring Organization	National/ International	Patent Number	API Score	Proof Document**
1						
2						
3						
Total						

III E. b Policy Document:

Sr. No.	Title of Document	Policy Document Submitted to	International/ National/ State Government/ Central Government	Publisher	API Score	Proof Document**
1						
2						
3						
Total						

III E. c. Fellowships and Awards:

Sr. No.	Fellowship/ Award	Award conferring Organization	Event Organized by	Whether international / national / state / regional / college or university level	API Score	Proof Document**
1						
2						
3						
Total						

III F. Invited lectures / Paper delivered in conferences / seminars:

Sr. No.	Invited Talk/ Paper presented	Title of Conference / Seminar	Event Organized by	Whether International (Abroad) / International (Within Country) National / State / Regional / College or University level	API Score	Proof Document**
1						
2						
3						
Total						

Note:

- ❖ Paper presented if part of edited book or proceeding then it can be claimed only once.
- ❖ For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- ❖ *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.

****As per table under the document Annexure III (A)**

Total Score (Category : III) :-	
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Signature of Teacher

IV. SUMMARY OF GRADES/ API SCORES

Category	Criteria	Last Academic.	GRADES / API	Annual API Score for Category III Only
I	Assessment Criterion for Teaching, Learning and Evaluation Related Activities			
II	Involvement in Administrative, Examination, Co-curricular, Extension and Professional Development Related Activities			
III	Research and Academic Contribution			

Signature of Teacher

SANT GADGE BABA AMRAVATI UNIVERSITY

PART C : OTHER RELEVANT INFORMATION

Please give details of any other credential, significant contributions, awards received etc. not mentioned earlier.

Sr.No.	Details (Mention Year, value etc. where relevant)
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

*Annexure-IV

LIST OF ENCLOSURES: *(Please attach, copies of certificates, sanction orders, papers etc. wherever necessary)*

- 1.
- 2.
- 3.

I certify that the information provided is correct as per records available with the University / College and / or documents enclosed along with the duly filled PBAS proforma.

Signature of the Candidate with
Designation, Place & Date

SANT GADGE BABA AMRAVATI UNIVERSITY

Statement showing particulars of applicant for the post of DEAN

Category _____

Name & Correspondence Address of the Applicant with Contact No. & E-mail ID	Age/Date of Birth	Category (Caste)	Academic Attainments				Experience (Yr./ Month/ Days)			Publication, if any	API Score (if applicable)	Any other Information, if any
			Degree Awarded	Year of Passing	%/ CGPA	Div./ Grade	Teaching	Research	Admin.			
										International :		
										Own:-		
										Joint :-		
										Total :-		
										National :		
										Own:-		
										Joint :-		
										Total :-		

I hereby declare that all the entries made by me are true to the best of my knowledge and belief. If anything is found false at any stage, my candidature for the Post of _____ may be cancelled without assigning any reason thereof.

Date : _____

Signature of Applicant : _____

Place : _____

Name of Applicant : _____