

CENTRAL UNIVERSITY OF
KARNATAKA
(Established by an Act of the Parliament in
2009)



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28th February 2017

CIRCULAR

As directed by the Hon'ble Vice Chancellor, a draft copy of Cadre Recruitment Rules for the recruitment of Non-Teaching Staff, prepared by duly constituted committee under the expert-ship of Shri. R K Sharma, Rtd. Deputy Secretary, (Govt. of India) following the UGC, DoPT & Govt. of India norms issued in this regard.

As desired by the core committee of CRR, A draft copy of CRR may be circulated to all the stakeholders for the further comments / opinion / remarks / feedback / inputs / suggestion, etc may be obtained, to be incorporated with proper justifications and documentary support.

In view of the above, a draft CRR have been uploaded on the University website (cuk.ac.in) for the reference of all the stakeholders for their comments if any, may be submitted to the O/o Registrar, CUK in writing with the self attested copies as supporting documents on or before 10th March 2017, up to 05.30PM. Thereafter, no correspondence in this regard will be entertained.


Registrar 28/2/17

Copy to

1. PS to Hon'ble Vice Chancellor
2. O/o PVC, Registrar
3. System Analyst- requested to upload in CUK website
4. All Non Teaching Staff of CUK
5. Concerned File



CENTRAL UNIVERSITY OF KARNATAKA

Central University of Karnataka

Draft Cadre Recruitment Rules (Non-
Teaching Staff), 2016

CENTRAL UNIVERSITY OF KARNATAKA
CADRE RECRUITMENT RULES (NON-TEACHING STAFF), 2016

In exercise of the powers conferred by Statute 12(2) of the Statutes in the Second Schedule to the Central Universities Act, 2009 (25 of 2009), the Executive Council of the Central University of Karnataka hereby makes the following rules for regulating method of recruitment and promotion to non-teaching posts (including Library posts) in the University.

1. Short title and commencement:

- (i) These rules may be called the Central University of Karnataka Cadre Recruitment Rules (Non-Teaching Staff), 2016
- (ii) These rules will come into force on the date of their notification.

2. Definitions:

In these rules, unless the context otherwise requires, -

- (i) “Act” means the Central Universities Act, 2009.
- (ii) “Departmental Candidate” means the employee working on regular basis in the Central University of Karnataka, but does not include employee working on *ad hoc*, daily wages or contract basis.
- (iii) “Executive Council” means the Executive Council of the Central University of Karnataka.
- (iv) “Government” means the Central Government/Government of India.
- (v) “Non-Teaching Employee” means an employee of the University including non-vacation academic staff other than University teachers and such other employees as defined otherwise.
- (vi) “On Probation” with relation to a person, means a person appointed to any post on probation as specified in these rules.
- (vii) “Regular Service” means service rendered by an employee in the Cadre on regular basis other than the service on contract/daily wages/*ad hoc* basis.

- (viii) “Selection Committee” means a composition of members of Selection Committee, including Departmental Promotion Committee as specified in these rules.

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- (ix) “Statutes”, “Ordinances” and “Regulations” mean, respectively, the Statutes, Ordinances and Regulations of the University made under the Central Universities Act, 2009, for the time being in force and as amended from time to time.
- (x) “University” means the Central University of Karnataka, established under the Central Universities Act, 2009.

3. Schedule

The number of posts, their classification, scales of pay, details of qualifications, experience, age limit, *etc.* for various posts and any other information relevant to the posts are in these rules.

4. Method of Recruitment:

The following shall be the methods of recruitment to various posts existing in the Central University of Karnataka in accordance with these rules:-

- (i) Direct Recruitment
- (ii) Promotion
- (iii) Deputation/absorption
- (iv) Appointment on temporary/tenure/contract basis
- (v) Re-employment of persons who have retired from service

5. Authorized sanctioned strength of posts under various cadres:

- (i) The authorized sanctioned strength of the posts under each of the cadres on the date of notification shall be as specified in these rules.
- (ii) After notification of these rules, the authorized sanctioned strength of post under various cadres shall be such as may, from time to time, be determined by the University Grants Commission, and notified accordingly, after due approval of the Executive Council of the University.

6. Future Maintenance of Cadre/Posts:

- (i) All the appointments made through the methods of recruitment, mentioned in rule 4 above, in the University after notification of these rules, shall be made only in accordance with the provisions of these rules. The Executive Council may add/delete such other posts and/or Cadre after notification of these rules.
- (ii) The seniority list of employees borne in each cadre/posts specified in these rules shall be maintained by the Registrar of the University and/or other officer authorized for the purpose by the Competent Authority. Notwithstanding anything contained herein, any class or category of posts and incumbents thereof may be placed in any of the offices or establishments, as the case may be, by general or specific order(s) of

the Vice Chancellor or Registrar.

- (iii) The policy of the Government of India with regard to reservation/relaxation/concessions notified from time to time, as applicable for various categories in recruitment/ promotion etc., shall be applicable for all cadres.
- (iv) All appointments in Centres and Projects/Schemes shall be filled as per the directives of the respective sponsoring authority. In case of non-availability of prescribed norms by the sponsoring authority, the rules of the University shall apply.

7. Initial Constitution:

- (1) The employees holding the posts on regular basis, before the commencement of these rules, shall be deemed to have been appointed in accordance with the provisions of these rules.
- (2) The regular continuous service of the employees mentioned in sub-rule (1) prior to the initial constitution shall count for the purpose of probation period, qualifying service for promotion, confirmation and new pension scheme in the service.

8. Method of recruitment, age limit and qualifications:

- (i) The method of recruitment, age-limit and qualification shall be as specified in these rules.
- (ii) The candidates belonging to SCs/STs/OBCs/PWDs (PHs)/Ex-Servicemen category or any other category shall be given relaxation in age, qualifying standards, experience, *etc.* as per the directives/policy of the Government of India/University Grants Commission (UGC).
- (iii) Every appointment through direct recruitment/open selection shall invariably be made only after making an open advertisement in leading newspapers/Employment News and placing an advertisement of vacancies at the National Career Service Portal and the University's website.
- (iv) The upper age-limit prescribed for direct recruitment shall be relaxable in accordance with the Government of India directives. The upper age-limit for Group 'C' posts is relaxable for departmental candidate up to 40 years in accordance with the instructions or orders issued by the Central Government.
- (v) The composition of the Selection Committees for appointment to various Group 'A', Group 'B' and 'C' posts (Non-Teaching) is given in Appendix-I, as per the provisions contained in Ordinance No.8 of the Central University of Karnataka Ordinances

Governing Academic and Administrative Matters (2012).

- (vi) The scheme of examination for direct recruitment to various posts is given in Appendices-II to XIV as illustration only. The syllabi prescribed are subject to modification/revision and will be notified at the time of advertisement.
- (vii) There will be no interview for junior level posts in Group 'B' and Group 'C' posts, viz., below Level 7 in the Pay Matrix, in conformity with the provisions of the instructions/guidelines issued by the Department of Personnel & Training, as amended from time to time.
- (viii) Promotions to various posts shall be made in accordance with these rules.
- (ix) The composition of the Departmental Promotion Committee for promotion to different categories of posts is given in these rules, in consonance with the provisions contained in Ordinance No.8 of the Central University of Karnataka Ordinances Governing Academic and Administrative Matters (2012). In case of 'selection' posts, the zone of consideration will be as per the Government of India's orders/guidelines, issued from time to time. However, the fitness of the candidates will be determined by the Departmental Promotion Committee. The criteria for determining fitness/suitability of candidates will include consideration of ACRs/APARs.
- (x) Notwith standing anything contained in these rules, the Vice Chancellor may, in the exigencies of the University, permit appointment on deputation or on contract basis.

9. Date of issue of Advertisement:

In each case, the date of issue of advertisement will be decided in advance, keeping in view the exigencies and requirements of the job. The minimum time given for submission of applications would be at least one month from the date of issue of the advertisement.

10. Validity period of Advertisement:

Where the Selection Committee has not even met after the lapse of 12 months with effect from the closing date of application for any post, the post shall ordinarily be re-advertised, provided that, if in the opinion of the Vice Chancellor the circumstances one necessitate, the University may extend the validity of the advertisement for another six months. However, in any case, the validity of an advertisement shall not be extended beyond 18 months with effect from the closing date of the receipt of applications. The reasons for extension of the period of validity

of the advertisement will be duly recorded.

11. Age Limit:

The upper age limit to various posts has been prescribed in the appropriate column of these rules. Notwithstanding this, the upper age limit for appointment will be as prescribed by the Executive Council or the orders/guidelines issued by the Government of India/University Grants Commission from time to time.

The crucial date for determining the age limit shall be the closing date for the receipt of applications.

Age relaxation shall be provided to all the personnel working with Central University of Karnataka, on outsourcing basis, contractual basis or daily wages basis up to a maximum period of 05 years or for the period served in CUK, whichever is less for all the entry level group 'C' posts.

The upper age limit, experience and educational qualifications *etc.* will be reckoned as on the crucial date only.

12. Relaxation for Departmental Candidates:

Relaxation of upper age limit for departmental candidates shall be in accordance with the orders issued by the Government of India from time to time.

13. Holding of Screening Test:

The University may devise and hold a Screening Test or any other kind of Skill /Proficiency/Trade test for the posts where a Competitive Written Examination/Skill/Proficiency/Trade Test is not the prescribed criteria of selection as per these rules. If such Screening Test or any other kind of test is conducted, it shall be treated as part of the 'screening procedure' only and shall have no weightage in the personal interview (if applicable) and final selection.

14. Consideration of candidates fulfilling 'desirable' qualification:

In the case of availability of a large number of candidates fulfilling the 'desirable' qualification(s) over and above the minimum essential qualification(s), the University may call only those candidates, fulfilling the 'desirable' qualification(s) for the next stage of the selection process.

15. Probation:

- (i) In the case of direct recruitment, the appointee will be kept on probation for a period as specified in these rules. The appointing authority may at its discretion extend the period of probation by one year in case of unsatisfactory performance, misconduct

or on ground of misbehaviour. If there is no perceivable improvement during the extended period of probation, his/ her services shall be terminated by giving one month's notice or on payment of one month's salary in lieu of the notice period by either party.

- (ii) In the case of promotion to the next higher post, the employee shall be kept on probation for a period as specified in these rules (no probation in the case of promotion within the same group of posts) from the date of DPC/Selection Committee. The appointing authority may at its discretion extend the period of probation by one year on ground of non-performance, misconduct or misbehaviour or if he fails to comply with the terms and conditions of the appointment to the post to which the employee was promoted. If there is no perceivable improvement even during the extended period of probation, he/she shall be reverted to his parent post with immediate effect and consequently all the employees promoted against the consequential vacancies due to the promotion of this employee shall be reverted to their parent posts, in case they cannot be adjusted in any other similar vacant posts available at that point of time.

16. Deputation/Absorption:

- (i) In case the appointment is made on deputation basis, the incumbent may be allowed to continue for a maximum period of five years or till he/she attains the age of superannuation prescribed for that particular cadre, whichever is earlier. The appointment on deputation may be made initially for a period of two years which be extended on yearly basis up to a maximum period of five years subject to satisfactory performance, good demeanour and high integrity. The University, however, shall have the right to repatriate the incumbent any time even before the prescribed period if his/her performance, integrity or conduct is found to be unsatisfactory in the opinion of the competent authority at any stage or in the event of the repatriation of the employee against whose vacancy the deputationist employee was working. Ordinarily, no deputationist employee shall be absorbed in any post of the University on completion of the period of his/her deputation. If, it is decided in the interest of the University to absorb any such employee, the Administration of the University may take up the matter with his/her parent organization for concurrence after obtaining the option of the deputationist employee concerned. After obtaining the consent of the parent organisation, the case shall be placed before the Executive Council for a final decision. If he/she is absorbed in the University, he/she will be placed at the bottom of the seniority of that particular grade as per the Government of India orders/guidelines.
- (ii) If the appointment is made on deputation and there is a very meagre response against the advertisements/circulars issued by the University, the Executive Council may at its discretion constitute a Selection Committee or may directly order for issue of appointment letter to the candidate after satisfying his/her eligibility for the post,

including review of his/her performance appraisal reports (ACRs/APARs) duly forwarded by the parent organisation as per the advertisement.

17. Modified Assured Career Progression (MACP):

The financial upgradation under the MACP Scheme in respect of the Non-Teaching staff of the University shall be allowed as per the orders/guidelines of the Government of India/Ministry of Human Resource Development/University Grants Commission, issued from time to time.

18. CAS

Carrier Advancement Scheme (CAS), Pay up-gradation as per UGC /DoPT norms updated / amended from time to time shall be applicable with implementation and benefit shall be extended to the concerned employee from the date of eligibility.

19. Directives of the Government of India/Ministry of Human Resource Development/University Grants Commission:

The directives, instructions, guidelines, *etc.* received from the Government of India/Ministry of Human Resource Development/University Grants Commission regarding anything contained in these rules shall automatically amend any clause or clauses of these rules.

20. Residuary matters:

In regard to the matters not specified or referred to in these rules, the employees holding the posts specified in these rules shall be governed by the Central Universities Act, 2009, Statutes and Ordinances governing academic and administrative matters of Central University of Karnataka, Ministry of Human Resource Development/University Grants Commission's regulations/directives/guidelines issued from time to time, decisions of the Executive Council of Central University of Karnataka, and any other orders applicable to the non-teaching employees of the University.

21. Power to relax:

When the Executive Council of the University, upon a recommendation made by the Vice Chancellor to that effect, is of the opinion that it is necessary or expedient to do so for reasons to be recorded in writing, relax any of the provisions of these rules. Relaxation of recruitment rules is to be resorted to in respect of a class or category of persons. Relaxation should not be resorted to in respect of an individual except in cases where an individual can be treated as a Class or Category of persons.

Further, relaxation is to be resorted to on rare occasion(s) without any precedent. Such a relaxation shall not be a regular feature.

22. Territorial Jurisdiction:

In case of any disputes, the territorial jurisdiction for adjudication shall be Kalaburagi (Karnataka) only.

23. Removal of difficulty:

If any difficulty arises in the implementation or operation of any of the provision of these rules, the Vice Chancellor may, from time to time, issue with the approval of the Executive Council, such general or specific directions but not inconsistent with the provisions of the Act, Statutes, Ordinances or directives of the Government of India, Ministry of Human Resource Development/University Grants Commission, which appear to be necessary for the purpose of removing such difficulty.

24. Savings:

Nothing in these rules shall affect reservations, relaxation in age limit, qualifications and other concessions required to be provided for the SCs, STs, OBCs, PWDs, Ex-servicemen and other special categories of persons in the matter of recruitment and promotion, in accordance with the directives issued by the Government of India in this regard from time to time.

25. Interpretations:

Regarding any question relating to interpretation of these rules, the decision of the Executive Council shall be final, unless otherwise specifically included in these rules.

26. Repeal:

All existing rules and orders in relation to the matters covered under these rules, shall stand repealed but any action already taken by or in pursuance to such existing rules and orders shall be deemed to have been taken under these rules.

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CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

I. ADMINISTRATIVE/MINISTERIAL SERVICES

A. STATUTORY POSTS

1. REGISTRAR

1	Name of the post	REGISTRAR
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'A'
4	Level in the Pay Matrix	*Level 14 - Rs.144200/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Preferably below 57 years
7	Educational and other qualifications required for direct recruits	<p>Minimum Qualifications:</p> <p>i. Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in UGC seven-point scale,</p> <p>ii. At least 15 years of experience as Assistant Professor in the AGP of Rs.7000 and above or with 08 years of service in the AGP of Rs.8000 and above including as Associate Professor along with experience in educational administration,</p> <p style="text-align: center;">or</p> <p>Comparable experience in research establishment and / or other institutions of higher education,</p> <p style="text-align: center;">or</p> <p>15 years of administrative experience, of which 08 years should be as Deputy Registrar or in an equivalent post.</p> <p>Note: The same qualification will be applicable in case of deputation/contract</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of probation, if any	Not applicable
10	Method of recruitment: whether by direct	Direct recruitment/deputation/contract:

	recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	For a tenure of five years or till attaining the age of 62 years, whichever is earlier. (Eligible for re-appointment)
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	As indicated at Col. 7
12	Composition of Selection Committee for direct recruitment	<p>I. Vice Chancellor - Chairperson</p> <p>II. A nominee of the Visitor</p> <p>III. Two members of the Executive Council nominated by it.</p> <p>IV. One person not in the service of the University nominated by the Executive Council.</p> <p>V. A representative of SC/ST/OBC/Minority Community/Women/Differently-abled categories, if any candidate(s) representing these categories is/are the applicant(s), and if any of the above members of the selection committee do not belong to that category, to be nominated by the Vice Chancellor.</p> <p>From above (ii), (iii) & (iv), at least three of them attend the meeting</p>

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

I. ADMINISTRATIVE/MINISTERIAL SERVICES

A. STATUTORY POSTS

2. FINANCE OFFICER

1	Name of the post	FINANCE OFFICER
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'A'
4	Level in the Pay Matrix	*Level 14 - Rs.144200/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Preferably below 57 years
7	Educational and other qualifications required for direct recruits	<p>Minimum Qualifications:</p> <p>i. Master's Degree with at least 55% of the marks or its equivalent grade of "B" in UGC seven-point scale.</p> <p>ii. At least 15 years of experience as Assistant Professor in the AGP of Rs.7000 and above or with 08 years of service in the AGP of Rs.8000 and above including as Associate Professor, along with experience in educational administration.</p> <p style="text-align: center;">or</p> <p>Comparable experience in research establishment and / or other institutions of higher education .</p> <p style="text-align: center;">or</p> <p>15 years of administrative experience, of which 08 years should be as Deputy Registrar or in an equivalent post.</p> <p>Desirable : Master's degree in Business Administration (Finance)/Commerce or possessing CA/ICWA qualification.</p> <p>Note: The same qualifications will be applicable in case of deputation/contract</p>
8	Whether age and educational qualifications prescribed for	Not applicable

	direct recruits will apply in the case of promotees	
9	Period of probation, if any	Not Applicable
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	Direct recruitment/deputation/contract: For a tenure of five years or till attaining the age of 62 years, whichever is earlier. (Eligible for re-appointment)
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	Appointment preferably by drawing officers belonging to the Indian Audit and Accounts Service or other similar organized Service in Central/State Govt., University System/other organisation on deputation for a tenure of 5 years or till attaining the age of 62 years, whichever is earlier.
12	Composition of Selection Committee for direct recruitment	<p>I. Vice Chancellor - Chairperson</p> <p>II. A nominee of the Visitor</p> <p>III. Two members of the Executive Council nominated by it.</p> <p>IV. One person not in the service of the University nominated by the Executive Council.</p> <p>V. A representative of SC/ST/OBC/Minority Community/Women/Differently-abled categories, if any candidate(s) representing these categories is/are the applicant(s), and if any of the above members of the selection committee do not belong to that category, to be nominated by the Vice Chancellor.</p> <p>From above (ii), (iii) & (iv), at least three of them attend the meeting</p>

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

I. ADMINISTRATIVE/MINISTERIAL SERVICES

A. STATUTORY POSTS

3. CONTROLLER OF EXAMINATIONS

1	Name of the post	CONTROLLER OF EXAMINATIONS
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'A'
4	Level in the Pay Matrix	*Level 14 - Rs.144200/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Preferably below 57 years
7	Educational and other qualifications required for direct recruits	<p>Minimum Qualifications:</p> <p>i. Master's Degree with at least 55% of the marks or its equivalent grade of "B" in UGC seven-point scale.</p> <p>ii. At least 15 years of experience as Assistant Professor in the AGP of Rs. 7000 and above or with 08 years of service in the AGP of Rs.8000 and above including as Associate Professor, along with experience in educational administration.</p> <p style="text-align: center;">or</p> <p>Comparable experience in research establishment and/or other institutions of higher education.</p> <p style="text-align: center;">or</p> <p>15 years of administrative experience, of which 08 years should be as Deputy Registrar or in an equivalent post.</p> <p>Desirable: Relevant experience in conducting University/national level educational institutions' examinations or other comparable examinations.</p> <p>Note: The same qualification will be applicable in case of deputation/contract.</p>
8	Whether age and educational qualifications prescribed for	Not applicable

	direct recruits will apply in the case of promotees	
9	Period of Probation	Not Applicable
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	Direct recruitment/deputation/contract: For a tenure of five years or till attaining the age of 62 years, whichever is earlier. (Eligible for re-appointment)
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	Deputation/Contract As indicated at Col. 7
12	Composition of Selection Committee for direct recruitment	I. Vice Chancellor - Chairperson II. A nominee of the Visitor III. Two members of the Executive Council nominated by it. IV. One person not in the service of the University nominated by the Executive Council. V. A representative of SC/ST/OBC/Minority Community/Women/Differently-abled categories, if any candidate(s) representing these categories is/are the applicant(s), and if any of the above members of the selection committee do not belong to that category, to be nominated by the Vice Chancellor. From above (ii), (iii) & (iv), at least three of them attend the meeting

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

I. ADMINISTRATIVE/MINISTERIAL SERVICES

A. STATUTORY POSTS

4. LIBRARIAN

1	Name of the Post	LIBRARIAN
2	Number of Posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'A'
4	Level in the Pay Matrix	UGC Teaching scale
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Preferably below 57 years
7	Educational and other qualifications required for direct recruits	<p>Essential: Minimum Qualifications:</p> <ul style="list-style-type: none"> i. A Master's Degree in Library Science /Information Science / Documentation with a least 55% marks or its equivalent grade of B in UGC seven-point scale and a consistently good academic record. ii. At least 13 years of experience as 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. <p>Desirable : M.Phil. / Ph.D. degree in Library Science / Information Science / Documentation / Archives and Manuscripts Keeping</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Not applicable
9	Period of probation	Not applicable
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	100% by direct recruitment/deputation

11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	As indicated at Col. 7
12	Composition of Selection Committee for direct recruitment	<p>I. Vice Chancellor - Chairperson</p> <p>II. A nominee of the Visitor</p> <p>III. Two members of the Executive Council nominated by it.</p> <p>IV. One person not in the service of the University nominated by the Executive Council.</p> <p>V. A representative of SC/ST/OBC/Minority Community/Women/Differently-abled categories, if any candidate(s) representing these categories is/are the applicant(s), and if any of the above members of the selection committee do not belong to that category, to be nominated by the Vice Chancellor.</p> <p>From above (ii), (iii) & (iv), at least three of them attend the meeting</p>

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

I. ADMINISTRATIVE/MINISTERIAL SERVICES

B. OTHER ADMINISTRATIVE/MINISTERIAL POSTS

DEPUTY REGISTRAR

1	Name of the post	DEPUTY REGISTRAR
2	Number of posts	2 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'A'
4	Level in the Pay Matrix	*Level 12 - Rs.78800/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Non-selection, in case of promotion
6	Age limit for direct recruits	Not exceeding 50 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: (i) Master's degree with at least 55% of the marks or its equivalent grade 'B' in the UGC seven-point scale. (ii) 9 years' experience as Assistant Professor in the AGP of 6000 and above with experience in educational administration, or (iii) Comparable experience in research establishment and/ or other institutions of higher education, or (iv) 5 years of administrative experience as Assistant Registrar or an equivalent post. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: Experience in areas like Administration, Academics, Finance, Establishment and Examination in Central/State Government, Universities and other organizations under State/Central Government.
8	Whether age and educational qualifications prescribed for	Age: No Qualification: No, but must possess Bachelor's degree from a recognized University.

	direct recruits will apply in the case of promotees	
9	Period of probation, if any	One year, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	75% by direct recruitment. 25% by promotion through seniority-cum-fitness, failing which by deputation or short-term contract
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	<p>Promotion: Assistant Registrar with 8 years of regular service in PB-3 Rs.15600–39100 with GP Rs.5400 (pre-revised) and having completed training programme/refresher course for a minimum total period of 8 weeks duration.</p> <p>Note : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.</p> <p>Deputation/short-term contract: Officers from the Central/State Government, Universities and other autonomous organizations:-</p> <p>holding analogous posts on regular basis;</p> <p style="text-align: center;">OR</p> <p>with 5 years regular service in the PB-3 Rs.15600 – 39100 with GP Rs.6600 (pre-revised).</p> <p style="text-align: center;">OR</p> <p>Assistant Registrar with 8 years of regular service in PB-3 Rs.15600–39100 with GP Rs.5400 (pre-revised) in the Central/State Government, Universities and other autonomous organizations.</p> <p>(The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of receipt of applications)</p>
12	Composition of DPC	<p>GROUP 'A' DEPARTMENTAL PROMOTION COMMITTEE :</p> <p>1. Vice-Chancellor (or PVC - Chairman</p>

		<p>in case VC is not available)</p> <p>2. Two members of the Executive Council, of whom at least one in the service of the University to be nominated by the Vice-Chancellor - Members.</p> <p>3. Head of the Department/Section concerned - Member</p> <p>4. Two persons who are not in the service of the University to be nominated by the Vice-Chancellor, one of whom shall be SC/ST/OBC category, a woman and a minority community person, in case any of the candidates appearing for the posts belong to such categories and such representation is already not made by virtue of the other members.. (Action of the Vice Chancellor be reported to the Executive Council at the next meeting)</p> <p>5. Registrar - Member-Secretary</p>
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CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
I. ADMINISTRATIVE/MINISTERIAL SERVICES
B. OTHER ADMINISTRATIVE/MINISTERIAL POSTS

ASSISTANT REGISTRAR

1	Name of the post	ASSISTANT REGISTRAR
2	Number of posts	4 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'A'
4	Level in the Pay Matrix	*Level 10 - Rs.56100 /- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Non-selection, in case of promotion
6	Age limit for direct recruits	Not exceeding 40 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: Master's degree with at least 55% marks or its equivalent grade 'B' in the UGC seven-point scale along with a good academic record. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: (i) Knowledge of Computer Application. (ii) Experience in areas like Administration, Finance, Establishment and Examination in Central/State Government, Universities and other organizations under State/Central Government.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age: No Qualification: No, but must possess Bachelor's degree from a recognized University.
9	Period of Probation, if any	Two years, for direct recruits and promotees
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption	50% by direct recruitment through screening, written examination and interview as per mode of selection [Appendix II], failing which by deputation or short- term contract.

	and percentage of the posts to be filled by various methods	25% by promotion through seniority-cum-fitness; 25% through Limited Departmental Examination as per the scheme of examination [Appendix XIV];
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	<p>Promotion: Section Officers / Private Secretary(ies) with 3 years regular service in PB-2 Rs.9300–34800 with GP Rs.4600 (pre-revised). The ratio for SO and PS shall be 3:1 for promotion.</p> <p>Limited Departmental Examination: Section Officers/Private Secretary with Bachelor’s degree and have put in at least 2 years’ regular service in the PB-2 Rs.9300–34800 with GP Rs.4600 (pre-revised). The ratio for SO and PS shall be 3:1 for promotion.</p> <p>Note : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.</p> <p>Deputation/Short-term Contract: Officers from the Central/State Government, Universities and other Autonomous organizations:- holding analogous posts on regular basis; OR with 2 years’ regular service in the PB-2 Rs.9300–34800 with GP Rs. 4600 (pre-revised). (The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of receipt of applications.)</p>
12	Composition of DPC	<p>GROUP ‘A’ DEPARTMENTAL PROMOTION COMMITTEE :</p> <ol style="list-style-type: none"> 1. Vice-Chancellor (or PVC in case VC is not available) - Chairman 2. Two members of the Executive Council, of whom at least one in the service of the University to be nominated by the Vice-Chancellor - Members. 3. Head of the Department/Section concerned - Member

		<p>4. Two persons who are not in the service of the University to be nominated by the Vice-Chancellor, one of whom shall be SC/ST/OBC category, a woman and a minority community person in case any of the candidates appearing for the posts belong to such categories and such representation is already not made by virtue of the other members.. (Action of the Vice Chancellor be reported to the Executive Council at the next meeting)</p> <p>5. Registrar</p> <p style="text-align: right;">- Member-Secretary</p>
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CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
I. ADMINISTRATIVE/MINISTERIAL SERVICES
B. OTHER ADMINISTRATIVE/MINISTERIAL POSTS

SECTION OFFICER

1	Name of the post	SECTION OFFICER
2	Number of posts	4 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'B'
4	Level in the Pay Matrix	*Level 07 - Rs.44900/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Non-selection, in case of promotion
6	Age limit for direct recruits	Not exceeding 32 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	<u>ESSENTIAL :</u> (i) Graduate Degree in any discipline. (ii) Five Years' Experience as Upper Division Clerk in the Scale of Rs.5,200 - 20,200/- with Grade pay Rs.2,400/- / Three years as Assistant in the Scale of Rs.9,300 – 34,800/- with Grade pay Rs.4,200/- in University System / Central Educational Institution / Government Department / Research Institution / National Institutions under Government of India or in a university recognized by the University Grants Commission. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: Capacity to work in a fully computerized environment.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age: No. Educational qualifications: No, but must hold Bachelor's degree
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion	50% by direct recruitment (based on written test /skill test)

	or by deputation/absorption and percentage of the posts to be filled by various methods	50% by Promotion through Seniority cum Fitness from amongst the cadre of Assistant with 5 years regular service in the pay band -2 (Rs.9300-34800 Grade Pay 4200/-)
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	<p>Promotion: Assistant with 5 years' regular service In PB-2 Rs.9300 – 34800 with GP Rs.4200 (Pre-revised).</p> <p>Deputation/Short-term Contract: Officers from the Central/State Government, Universities and other Autonomous organizations:-</p> <p>holding analogous posts on regular basis;</p> <p style="text-align: center;">OR</p> <p>with 4 years' regular service in the PB-2 Rs.9300 – 34800 with GP Rs. 4200 (Pre-revised).</p> <p>Possessing the qualifications and experience as prescribed for direct recruits under Col. 7.</p> <p>(The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of receipt of applications.)</p>
12	Composition of DPC	<p>GROUP 'B' DEPARTMENTAL PROMOTION COMMITTEE :</p> <ol style="list-style-type: none"> 1. Pro Vice-Chancellor (or seniormost - Chairman Dean in case PVC is not available) 2. Two members of the Executive - Members Council, of whom at least one in the service of the University to be nominated by the Vice-Chancellor 3. Head of the Department/Section -Member concerned 4. Two persons who are not in the -Members service of the University to be nominated by the Vice-Chancellor, one of whom shall be SC/ST/OBC category, a woman and a minority community person in case any of the candidates appearing for the posts belong to such categories and such representation is already not made by virtue of the other members. (Action of the Vice Chancellor be reported to the Executive Council at the next meeting) 5. Registrar - Member-Secretary

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
I. ADMINISTRATIVE/MINISTERIAL SERVICES
B. OTHER ADMINISTRATIVE/MINISTERIAL POSTS

ASSISTANT

1	Name of the post	ASSISTANT
2	Number of posts	9 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'B'
4	Level in the Pay Matrix	*Level 06 - Rs.35400/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Non-selection
6	Age limit for direct recruits	Not exceeding 32 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	<u>ESSENTIAL :</u> i) A Bachelor Degree from recognized University ii) Three years' experience as Upper Division Clerk in the scale of Rs.5200-20200+GP 2400 <p style="text-align: center;">OR</p> Five years' experience as Lower Division Clerk in the scale of Rs.5200-20200+ GP 1900 in Government / University/ PSU / Autonomous Bodies iii) Proficiency in Computer Operations Desirable : Experience in administrative / accounts / academic matters capacity to work in fully computerised environment. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years, for direct recruits and promotees
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts	50% by direct recruitment (based on written test /skill test) 50% by promotion from the cadre of UDC with 5 years' regular service in PB-1 Rs.5200-20200 with

	to be filled by various methods	GP Rs.2400 (Pre-revised) through seniority-cum-fitness.
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	<p>Promotion: UDC with 05 years' regular service in PB-1 Rs.5200–20200 with GP Rs.2400 (Pre-revised)</p> <p>Note : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.</p> <p>Deputation/Short-term Contract: Officers from the Central/State Government, Universities and other Autonomous organizations:- holding analogous posts on regular basis;</p> <p style="text-align: center;">OR</p> <p>with 8 years' regular service in the PB-2 Rs.9300 – 34800 with GP Rs. 4200 (Pre-revised).</p> <p>Possessing the qualifications and experience as prescribed for direct recruits under Col. 7.</p> <p>(The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of receipt of applications.)</p> <p>(The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of receipt of applications.)</p>
12	Composition of a DPC	<p>GROUP 'B' DEPARTMENTAL PROMOTION COMMITTEE :</p> <ol style="list-style-type: none"> 1. Pro Vice-Chancellor (or senior most - Chairman Dean in case PVC is not available) 2. Two members of the Executive Council, of whom at least one in the service of the University to be nominated by the Vice-Chancellor 3. Head of the Department/Section concerned – Member 4. Two persons who are not in the service of the University to be nominated by the Vice-Chancellor, one of whom shall be SC/ST/OBC category, a woman and a minority community person in case any of the candidates appearing for the posts belong to

		<p>such categories and such representation is already not made by virtue of the other members. (Action of the Vice Chancellor be reported to the Executive Council at the next meeting)</p> <p>5. Registrar - Member- Secretary</p>
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CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
I. ADMINISTRATIVE/MINISTERIAL SERVICES
B. OTHER ADMINISTRATIVE/MINISTERIAL POSTS

UPPER DIVISION CLERK

1	Name of the post	UPPER DIVISION CLERK
2	Number of posts	9 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'C'
4	Level in the Pay Matrix	*Level 04 - Rs.25500/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Non-selection, in case of promotion
6	Age limit for direct recruits	Not exceeding 30 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: i) Graduate in any discipline from a recognized University. ii) Three years' experience as Jr. Office Assistant/ Jr. Assistant/LDC/Computer Operator/Data Entry operator in the Central/State organization /University institute, funded by the Govt./PSU/Educational Organization recognised by the State/Central Govt. iii) Working knowledge of MS Word, Excel, Power point, Internet, <i>etc.</i> Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	50% by direct recruitment (based on written test / skill test) 50% by promotion through Seniority cum Fitness from the cadre of LDC with 5 years' regular service in PB-1 Rs.5200–20200 with

		GP Rs.1900 (Pre-revised)
11	In case of recruitment by promotion /deputation/absorption, grades from which promotion/deputation /absorption to be made.	<p>Promotion: LDC with 5 years' regular service in PB-1 Rs.5200–20200 with GP Rs.1900 (Pre-revised)</p> <p>Note : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.</p> <p>Deputation / Short-term contract : Employees from the Central/State Governments, Universities or autonomous organizations.</p> <p>a. Holding analogous posts on regular basis; OR</p> <p>b. LDC with 6 years' regular service in PB-1 Rs.5200–20200 with GP Rs.1900 (Pre-revised)</p> <p>(The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of receipt of applications.)</p>
12	Composition of DPC	<p>GROUP 'C' DEPARTMENTAL PROMOTION COMMITTEE :</p> <p>1. Registrar - Chairman</p> <p>2. Dean of the School or Head of the - Member Section concerned</p> <p>3. Two persons who are not in the - Members service of the University to be nominated by the Vice-Chancellor, one of whom shall be SC/ST/OBC category, a woman and a minority community person in case any of the candidates appearing for the posts belong to such categories and such representation is already not made by virtue of the other members.</p> <p>4. Deputy Registrar (Admn.) - Member-Secretary</p>

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
I. ADMINISTRATIVE/MINISTERIAL SERVICES
B. OTHER ADMINISTRATIVE/MINISTERIAL POSTS

LOWER DIVISION CLERK

1	Name of the post	LOWER DIVISION CLERK
2	Number of posts	18 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'C'
4	Level in the Pay Matrix	*Level 02 - Rs.19900/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Non-selection, in case of promotion
6	Age limit for direct recruits	Not exceeding 27 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: (i) 12 th class with 50% marks or equivalent qualification from a recognised Board / University (ii) Typing speed of 35 wpm in English on Computer. (iii) Working knowledge of MS Word, MS Excel, Power point, Internet, <i>etc.</i> Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: Bachelor's degree from a recognized University/Institute and working experience in Government or organization of repute.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	As specified under col. 10.
9	Period of Probation, if any	Two years, for direct recruits
10	In case of recruitment by promotion/ by deputation/transfer, grades from which promotion/deputation/transfer is to be made	50% by direct recruitment (based on written test/ skill test) 50% by promotion from the cadre of Group 'C' staff in the Grade Pay of Rs.1800/- through Seniority cum Fitness with atleast 05

		<p>years regular service and Educational qualifications of matriculation (class X) pass OR + 2 OR Graduation from Recognised University</p> <p>Note : If more of such employees than the number of vacancies available, qualify at the examination, such excess number of employees shall be considered for filling the vacancies arising in the subsequent years so that the employees qualifying at an earlier examination are considered before those who qualify at a later examination.</p>
11	In case of recruitment by promotion/ deputation/absorption, grades from which promotion/deputation /absorption to be made.	As indicated in col. 10.
12	Composition of DPC	<p>GROUP 'C' DEPARTMENTAL PROMOTION COMMITTEE :</p> <ol style="list-style-type: none"> 1. Registrar - Chairman 2. Dean of the School or Head of the - Member Section concerned 3. Two persons who are not in the -Members service of the University to be nominated by the Vice-Chancellor, one of whom shall be SC/ST/OBC category, a woman and a minority community person in case any of the candidates appearing for the posts belong to such categories and such representation is already not made by virtue of the other members. 4. Deputy Registrar (Administration)-Member-Secretary

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
I. ADMINISTRATIVE/MINISTERIAL SERVICES
B. OTHER ADMINISTRATIVE/MINISTERIAL POSTS

MTS/PEON/OFFICE ATTENDANT

1	Name of the post	MTS/PEON/OFFICE ATTENDANT
2	Number of posts	6 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'C'
4	Level in the Pay Matrix	*Level 01 - Rs.18000/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable.
6	Age limit for direct recruits	Not exceeding 27 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: i. Class 10th standard with minimum 50% marks from a recognized School/Board; OR ITI pass where technical qualifications are considered necessary. ii. Should be multi-tasking with working experience in areas like typing/operating computers/photocopying/binding/plumbing/cleaning/gardening/masonry/carpentry/dusting of offices/library/guest house/pantry management, etc. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: Working knowledge of English.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and	100% by direct Recruitment through written examination [Appendix-V]

	percentage of the posts to be filled by various methods	
11	In case of recruitment by promotion /deputation/absorption, grades from which promotion/deputation /absorption to be made.	Not applicable.

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
II. ESTATE/TRANSPORT SERVICES

ESTATE OFFICER

1	Name of the post	ESTATE OFFICER
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'B'
4	Level in the Pay Matrix	*Level 07 - Rs.44900/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 32 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	<p>Essential:</p> <ul style="list-style-type: none"> (i) Bachelor's degree with at least 50% marks from a recognized University (ii) 5 years' experience as Assistant Estate officer/ Superintendent or equivalent in the GP Rs.2800 (Pre-revised) in any Central/ State organization/ University/ Institute founded by the Government/ PSUs/Educational organization recognised by the State/Central Govt. (iii) Experience in removal of encroachments, etc. (iv) Knowledge and expertise in Encroachment removal and other such technical expertise to be eligibility criteria. <p>Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified.</p> <p>Desirable:</p> <ul style="list-style-type: none"> (i) Master's degree from a recognized University. (ii) Experience in handling of labour w.r.t. landscaping, laboratories, repairs, security, etc. (iii) Multitasking experience in organizing academic, cultural, sports and other activities. (iv) Proficiency in local language (speaking,

		reading and writing)
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	100% by direct recruitment through competitive written examination [Appendix-XIII].
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	Not applicable

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
II. ESTATE/TRANSPORT SERVICES

DRIVER

1	Name of the post	DRIVER
2	Number of posts	5 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'C'
4	Level in the Pay Matrix	*Level 02 - Rs.19900/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 30 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: i. Class 10 th standard from a recognized Board; ii. Possession of a valid driving license for L/M/H motor vehicles issued by the competent authority. iii. Knowledge of motor mechanism (The candidate should be able to remove minor defects in vehicles). iv. Experience of driving motor vehicles for at least 3 years. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	100% by direct recruitment through competitive written examination and trade test. [Appendix- V]
11	In case of recruitment by promotion /deputation/absorption, grades from which	Not applicable

	promotion/deputation /absorption to be made.	
12	Upgradation / Promotions to the Ordinary Driver Cadre	Promotion from Ordinary Driver to Gr.II Driver Grade II Driver to Grade I Driver Grade I Driver to Spl. Grade as per GoI Orders

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

III. LIBRARY SERVICES

DEPUTY LIBRARIAN

1	Name of the post	DEPUTY LIBRARIAN
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'A'
4	Level in the Pay Matrix	UGC Teaching scale
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 50 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	<p>Essential:</p> <ul style="list-style-type: none"> (i) Master's degree in library science/information Science/documentation with at least 55% marks or its equivalent grade of B in the UGC seven-point scale and a consistently good academic record. (ii) 5 years' experience as University Assistant Librarian/College Librarian in PB-3 with AGP 6000 or equivalent or above . (iii) Evidence of innovative library services, published work and professional commitment, computerization of library. (iv) Consolidated API score requirement of 300 points in category III based on PBAS. <p>Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified.</p> <p>Desirable: M.Phil./Ph.D. degree in library science/ information science/documentation/archives and manuscript keeping, computerization of library.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	<p>Age : No</p> <p>Qualification : No, but must possess Bachelor's degree in Library Science/Information</p>

		Science/Documentation or equivalent from a recognized University.
9	Period of Probation, if any	One year, for direct recruits and two years for promotees
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	75% by direct recruitment. 25% by promotion through seniority-cum-fitness, failing which by deputation or short-term contract Note : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Promotion: Assistant Librarian with 5 years of regular service Note : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service. Deputation/short-term contract: Officers from the Central/State Government, Universities and other autonomous organizations:- holding analogous posts on regular basis; OR with 5 years regular service As Assistant Librarian in the PB-3 Rs.15600 – 39100 with GP Rs.6600 (pre-revised) or equivalent. (The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of receipt of applications)
12	Composition of DPC	GROUP 'A' DEPARTMENTAL PROMOTION COMMITTEE : 1. Vice-Chancellor (or PVC - Chairman in case VC is not available)

		<p>2. Two members of the Executive Council, of whom at least one in the service of the University to be nominated by the Vice-Chancellor - Members.</p> <p>3. Head of the Department/Section concerned - Member</p> <p>4. Two persons who are not in the service of the University to be nominated by the Vice-Chancellor, one of whom shall be SC/ST/OBC category, a woman and a minority community person, in case any of the candidates appearing for the posts belong to such categories and such representation is already not made by virtue of the other members.. (Action of the Vice Chancellor be reported to the Executive Council at the next meeting)</p> <p>5. Registrar - Member-Secretary</p>
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CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

III. LIBRARY SERVICES

ASSISTANT LIBRARIAN

1	Name of the post	ASSISTANT LIBRARIAN
2	Number of posts	2 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'A'
4	Level in the Pay Matrix	UGC Teaching scale
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 40 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>(i) Master's degree in library science/information science/ documentation or an equivalent professional degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with knowledge of computerization of library.</p> <p>(ii) Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.</p> <p>(iii) However, candidates who are, or have been awarded Ph.D. degree in accordance with the UGC (Minimum Standards and Procedure for award of M.Phil./Ph.D. Degree), Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of University Assistant Librarian/College Librarian.</p> <p>Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified.</p> <p>Desirable: PG Diploma in Library Automation and Networking or PGDCA or equivalent.</p>
8	Whether age and educational qualifications prescribed for	Age: No. Qualifications: Yes

	direct recruits will apply in the case of promotees	
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	50% by direct recruitment; 50% by promotion, failing which by direct recruitment
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Promotion: Information Scientist with 5 years of regular service Note : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.
12	Composition of DPC	GROUP 'A' DEPARTMENTAL PROMOTION COMMITTEE : 1. Vice-Chancellor (or PVC in case VC is not available) - Chairman 2. Two members of the Executive Council, of whom at least one in the service of the University to be nominated by the Vice-Chancellor - Members. 3. Head of the Department/Section concerned - Member 4. Two persons who are not in the service of the University to be nominated by the Vice-Chancellor, one of whom shall be SC/ST/OBC category, a woman and a minority community person in case any of the candidates appearing for the posts belong to such categories and such representation is already not made by virtue of the other members.. (Action of the Vice Chancellor be reported to the Executive Council at the next meeting) 5. Registrar - Member-Secretary

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

III. LIBRARY SERVICES

INFORMATION SCIENTIST

1	Name of the post	INFORMATION SCIENTIST
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'A'
4	Level in the Pay Matrix	*Level 10 - Rs.56100/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 35 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: M.E./M.Tech. (Computer Science / Information Technology) or equivalent with 55% or equivalent grade with two years of relevant experience. OR B.E./B.Tech. (Computer Science / Information Technology)/MCA or equivalent with 55% or equivalent grade with two years of relevant experience. OR Master's degree in Library & Information Science with PG Diploma in Computer Application with 55% or equivalent grade. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: 2 years of relevant experience.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion	100% by direct recruitment.

	or by deputation/absorption and percentage of the posts to be filled by various methods	
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	Not applicable

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

III. LIBRARY SERVICES
PROFESSIONAL ASSISTANT

1	Name of the post	PROFESSIONAL ASSISTANT
2	Number of posts	2 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'B'
4	Level in the Pay Matrix	*Level 06 - Rs.35400/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Non-selection, in case of promotion
6	Age limit for direct recruits	Not exceeding 32 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: Master's degree in Library & Information Science; OR Bachelor's degree in Library & Information Science with 3 years' experience in a Library at the level of Semi-Professional Assistant in college/University library. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: PG Diploma in Library Automation and Networking or PGDCA or Diploma in Library Science (one year course after graduation or its equivalent).
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age: No Qualification: Yes
9	Period of Probation, if any	Two years, for direct recruits and promotees
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	50% by promotion through seniority-cum-fitness. 50% by direct recruitment through competitive written examination [Appendix VI].

11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	<p>Promotion:</p> <p>Semi Professional Assistant with at least 5 years' regular service in the PB-1 Rs.5200 – 20200 with GP Rs.2800 (Pre-revised) through seniority-cum-fitness.</p> <p>Note : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.</p>
12	Composition of DPC	<p>GROUP 'B' DEPARTMENTAL PROMOTION COMMITTEE :</p> <p>1.Pro Vice-Chancellor (or senior most Dean in case PVC is not available) - Chairman</p> <p>2.Two members of the Executive Council, of whom at least one in the service of the University to be nominated by the Vice-Chancellor - Members</p> <p>3.Head of the Department/Section concerned - Member</p> <p>4.Two persons who are not in the service of the University to be nominated by the Vice- Chancellor, one of whom shall be SC/ST/OBC category, a woman and a minority community person in case any of the candidates appearing for the posts belong to such categories and such representation is already not made by virtue of the other members. (Action of the Vice Chancellor be reported to the Executive Council at the next meeting)</p> <p>5. Registrar - Member-Secretary</p>

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

III. LIBRARY SERVICES

SEMI PROFESSIONAL ASSISTANT

1	Name of the post	SEMI PROFESSIONAL ASSISTANT
2	Number of posts	2 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'C'
4	Level in the Pay Matrix	*Level 05 - Rs.29200/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Non-selection, in case of promotion
6	Age limit for direct recruits	Not exceeding 27 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: (i) Bachelor's degree in Library & Information Science/ Library Science or equivalent. (ii) Knowledge of computer applications Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: i. Masters' Degree in Library & Information Science/Library Science or equivalent ii. PG Diploma in Library Automation and Networking or PGDCA iii. Experience of working in Library in University/National Educational Institutes.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age : No Qualification : Yes
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts	50% by promotion, failing which by deputation/direct recruitment (as per the discretion of competent authority)

	to be filled by various methods	
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	<p>Promotion: Library Assistant with 05 years' regular service in PB-1 Rs. 5200 – 20200 with GP Rs.2000 (Pre-revised).</p> <p>Note : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.</p> <p>Deputation: 5 years' service as Library Assistant or equivalent, having qualifications, prescribed for direct recruitment 50% by direct recruitment through competitive written examination [Appendix VI]. (The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of receipt of applications)</p>
12	Composition of DPC	<p>GROUP 'C' DEPARTMENTAL PROMOTION COMMITTEE :</p> <ol style="list-style-type: none"> 1. Registrar - Chairman 2. Dean of the School or Head of the - Member Section concerned 3. Two persons who are not in the- Members service of the University to be nominated by the Vice-Chancellor, one of whom shall be SC/ST/OBC category, a woman and a minority community person in case any of the candidates appearing for the posts belong to such categories and such representation is already not made by virtue of the other members. 4. Deputy Registrar (Administration)-Member- Secretary

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

III. LIBRARY SERVICES

LIBRARY ASSISTANT

1	Name of the post	LIBRARY ASSISTANT
2	Number of posts	3 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'C'
4	Level in the Pay Matrix	*Level 03 - Rs.21700/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Non-Selection, in case of promotion
6	Age limit for direct recruits	Not exceeding 27 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: Bachelor's degree in Library & Information Science OR Bachelor's degree in any discipline with Diploma/ Certificate in Library Science from a recognized institution. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: (i) Working knowledge of Computer Applications as evidenced by a Diploma/Certificate Course from a recognized institution. (ii) Experience of working in a Library.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age: No. Qualifications: As in Col.11.
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	50% by direct recruitment through competitive written examination [Appendix VI]. 50% by promotion through seniority-cum-fitness

11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	<p>Promotion:</p> <p>Library Attendant with 3 years of regular service through seniority-cum-fitness</p> <p>Note : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.</p>
12	Composition of DPC	<p>GROUP 'C' DEPARTMENTAL PROMOTION COMMITTEE :</p> <ol style="list-style-type: none"> 1. Registrar - Chairman 2. Dean of the School or Head of the - Member Section concerned 3. Two persons who are not in the- Members service of the University to be nominated by the Vice-Chancellor, one of whom shall be SC/ST/OBC category, a woman and a minority community person in case any of the candidates appearing for the posts belong to such categories and such representation is already not made by virtue of the other members. 4. Deputy Registrar (Administration)-Member- Secretary

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

III. LIBRARY SERVICES

LIBRARY ATTENDANT

1	Name of the post	LIBRARY ATTENDANT
2	Number of posts	5 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'C'
4	Level in the Pay Matrix	*Level 01 - Rs.18000/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 27 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for -direct recruits	Essential: 10 th class standard from Board/School. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: 12 th class from a recognized Board/School.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods	100% by direct recruitment through competitive written examination [Appendix V]
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	Not applicable

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
IV. HEALTH AND MEDICAL SERVICES

MEDICAL OFFICER

1	Name of the post	MEDICAL OFFICER
2	Number of posts	2 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'A'
4	Level in the Pay Matrix	*Level 10 - Rs.56100/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 35 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: MBBS recognized by Medical Council of India. Desirable: i) Post-graduate Medical Qualification from an Institution recognised by the Medical Council of India. ii) Relevant working experience of 2 years in Government Hospital or Hospital recognized by the Government.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	100% by direct recruitment.
11	In case of recruitment by promotion/deputation /absorption, grades from	Not applicable

	which promotion/ deputation/absorption to be made.	
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CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

IV. HEALTH AND MEDICAL SERVICES

NURSE

1	Name of the post	NURSE
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'B'
4	Level in the Pay Matrix	* Level 06 - Rs.35400/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 30 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: (i) Diploma in General Nursing and Midwifery or B.Sc. (Nursing) from a recognized Institution/University. (ii) Registered as Nurse in the Indian Nursing Council or its affiliated State Nursing Council. (iii) Relevant experience of 2 years in Government Hospital or Hospital recognized by the Government or reputed Hospital. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	100% by direct recruitment through competitive written examination as per mode of selection [Appendix VII] .
11	In case of recruitment by promotion/deputation /absorption, grades from	Not applicable

	which promotion/ deputation/absorption to be made.	
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CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

IV. HEALTH AND MEDICAL SERVICES

PHARMACIST

1	Name of the post	PHARMACIST
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'C'
4	Level in the Pay Matrix	*Level 05 - Rs.29200/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 27 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	<p>Essential:</p> <ul style="list-style-type: none"> (i) 12th class in Science subjects from a recognized Board/University. (ii) Diploma or Bachelor's degree in Pharmacy from an Institute recognized by the Pharmacy Council of India. (iii) Registered as Pharmacist under the Pharmacy Act, 1948 (8 of 1948). <p>Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified.</p> <p>Desirable: Working experience of 2 years as Pharmacist or equivalent</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of probation, if any	Two years for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	100% by direct recruitment through competitive written examination as per mode of selection [Appendix VIII] .

11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	Not applicable

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
IV. HEALTH AND MEDICAL SERVICES

MEDICAL ATTENDANT/DRESSER

1	Name of the post	MEDICAL ATTENDANT / DRESSER
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'C'
4	Level in the Pay Matrix	*Level 01 - Rs.18000/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 27 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: (i) 10 th class from a recognized Board (ii) Relevant experience of one year in a Government or Hospital recognized by the Government or reputed Hospital. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of probation, if any	Two years for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	100% by direct recruitment through competitive written examination as per mode of selection [Appendix V].
11	In case of recruitment by promotion /deputation /absorption, grades from which promotion/ deputation/absorption to be made.	Not applicable

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
V. INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

SYSTEM ANALYST

1	Name of the post	SYSTEM ANALYST
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'A'
4	Level in the Pay Matrix	*Level 10 - Rs.56100/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 35 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: 55% or equivalent grade in M.E./M.Tech. (Computer Science/IT) or equivalent; OR MCA or equivalent with 2 years' experience in relevant area; OR M.Sc. (Computer Science) with 3 years' experience in the relevant area; Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of probation, if any	Two years for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	100% by direct recruitment through screening test & interview.
11	In case of recruitment by promotion/deputation /absorption, grades from	Not applicable

	which promotion/ deputation/absorption to be made.	
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CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
V. INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

SENIOR TECHNICAL ASSISTANT (COMPUTER)

1	Name of the post	SENIOR TECHNICAL ASSISTANT (COMPUTER)
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'B'
4	Level in the Pay Matrix	*Level 06 - Rs.35400 /- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Non-Selection, in case of promotion
6	Age limit for direct recruits	Not exceeding 30 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: Master's degree in Computer Science/IT or MCA or M.Sc. (Computer Science/Information Science) or equivalent; OR Bachelor's degree in Engineering/Technology (Computer Science/IT) from a recognized University/Institute Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: Two years' experience in handling of ERP/Software development/Networking.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age: No Qualifications: Yes
9	Period of probation, if any	Two years, for direct recruits and promotees
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts	50% by direct recruitment through competitive written examination [Appendix XI] 50% by promotion through seniority-cum-fitness.

	to be filled by various methods	Note : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	Promotion: Technical Assistant (Computer) with 5 years' regular service in PB-1 Rs.5200-20200 with Grade Pay Rs.2800/- will be eligible
12	Composition of DPC	GROUP 'B' DEPARTMENTAL PROMOTION COMMITTEE : 1.Pro Vice-Chancellor (or senior most - Chairman Dean in case PVC is not available) 2. Two members of the Executive - Members Council, of whom at least one in the service of the University to be nominated by the Vice-Chancellor 3. Head of the Department/Section -Member concerned 4. Two persons who are not in the - Members service of the University to be nominated by the Vice-Chancellor, one of whom shall be SC/ST/OBC category, a woman and a minority community person in case any of the candidates appearing for the posts belong to such categories and such representation is already not made by virtue of the other members. (Action of the Vice Chancellor be reported to the Executive Council at the next meeting) 5. Registrar - Member-Secretary

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
V. INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

TECHNICAL ASSISTANT (COMPUTER)

1	Name of the post	TECHNICAL ASSISTANT (COMPUTER)
2	Number of posts	3 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'C'
4	Level in the Pay Matrix	*Level 05 - Rs.29200 /- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 27 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: Master's degree in Computer Science/IT or MCA or M.Sc. (Computer Science/Information Science) or equivalent; OR Bachelor's degree in Engineering/Technology (Computer Science/IT) from a recognized University/Institute Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: Experience in handling of ERP/Software Development/Networking.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by	100% by direct recruitment through competitive written examination [Appendix XI].

	deputation/absorption and percentage of the posts to be filled by various methods	
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	Not applicable

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
VI. OFFICIAL LANGUAGE SERVICES

HINDI OFFICER

1	Name of the post	HINDI OFFICER
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'A'
4	Level in the Pay Matrix	*Level 10 - Rs.56100/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 35 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>(i) Master's degree in Hindi with English as a subject at the degree level from a recognized University; OR Master's degree in English with Hindi as a subject at the degree level from a recognized University; OR Master's degree in any subject with Hindi and English as a subject at the degree level from a recognized University; OR Master's degree in any subject with Hindi medium and English as a subject at the degree level from a recognized University; OR Master's degree in any subject with English medium and Hindi as a subject at the degree level from a recognized University.</p> <p>(ii) 3 years' experience of terminological work in Hindi and/or translation work from English to Hindi or vice-versa, preferably of technical or scientific literature; OR 3 years' experience of teaching, research, writing of journalism in Hindi under Central/State Government/Autonomous Body/Statutory</p>

		Organisations/PSUs/Universities or recognised research at educational institutions. (iii) Knowledge of computer applications. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	100% by direct recruitment through screening test & interview, failing which by deputation or short-term contract.
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	Deputation/Short-term Contract: Officers from the Central Govt./State Govt./University System or other similar organizations:- holding analogous posts on regular basis; OR with 5 years' regular service in the posts in the PB-2 Rs.9300–34800 with GP Rs.4600 (Pre-revised). OR with 8 years' regular service in posts in the PB-2 Rs.9300–34800 with GP Rs.4200 (Pre-revised). Possessing educational and other qualifications as laid down for direct recruits under col. 7. (The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of receipt of applications)

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
VI. OFFICIAL LANGUAGE SERVICES

HINDI TRANSLATOR

1	Name of the post	HINDI TRANSLATOR
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'B'
4	Level in the Pay Matrix	*Level 06 - Rs.35400/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 30 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>(i) Master's degree in Hindi with English as a subject at the degree level from a recognized University;</p> <p style="text-align: center;">OR</p> <p>Master's degree in English with Hindi as a subject at the degree level from a recognized University;</p> <p style="text-align: center;">OR</p> <p>Master's degree in any subject with Hindi and English as a subject at the degree level from a recognized University;</p> <p style="text-align: center;">OR</p> <p>Master's degree in any subject with Hindi medium and English as a subject at the degree level from a recognized University;</p> <p style="text-align: center;">OR</p> <p>Master's degree in any subject with English medium and Hindi as a subject at the degree level from a recognized University.</p> <p style="text-align: center;">OR</p> <p>Bachelor's degree with Hindi and English as main subjects or either of the two as medium of examination and the other as a main subject plus recognized Diploma (Certificate) course in translation from Hindi to English and vice versa or 2 years' experience of translation work from Hindi to English and vice versa in Central/State Government offices, including Government of India Undertakings.</p>

		<p>(ii) Knowledge of Hindi typing/computer applications.</p> <p>Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	100% by direct recruitment through competitive written examination, failing which by deputation or on short-term contract[Appendix X].
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	<p>Deputation/Short-term Contract: Officers from the Central Govt./State Govt./University System or other similar organizations:- (a) holding analogous posts on regular basis; OR with 5 years' regular service in posts in the PB-1 Rs.5200 – 20200 with GP Rs.2800 (Pre-revised). OR with 8 years' regular service in posts in the PB-1 Rs.5200 – 20200 with GP Rs. 2400 (Pre-revised).</p> <p>Possessing educational and other qualifications as laid down for direct recruits under Col. 7. (The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of receipt of applications)</p>

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
VI. OFFICIAL LANGUAGE SERVICES

HINDI TYPIST

1	Name of the post	HINDI TYPIST
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'C'
4	Level in the Pay Matrix	*Level 02 - Rs.19900/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 27 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: (i) 12 th class from recognized Board/School with Hindi as one of the subjects; & (ii) Knowledge of Hindi Typing (skill) with a speed of 30 w.p.m. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods	100% by direct recruitment through competitive written examination, failing which by deputation or on short-term contract [Appendix X]. Deputation: Personal holding analogous post in a Govt./autonomous organisation will be eligible. (The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of receipt of applications)

11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Not applicable
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CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

VII. SECRETARIAL SERVICES

PRIVATE SECRETARY

1	Name of the post	PRIVATE SECRETARY
2	Number of posts	5 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'B'
4	Level in the Pay Matrix	*Level 07 - Rs.44900/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 32 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: (i) Bachelor's degree and 5 years' experience as Personal Assistant in the PB-2 Rs.9300 – 34800 with GP Rs.4200 (Pre-revised). (ii) Stenography in English with speed of 100 wpm. (iii) Knowledge of computer applications. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods	50% by promotion through seniority-cum-fitness, failing which by direct recruitment; 50% by direct recruitment through competitive written examination and stenography (skill) test. [Appendix III]
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Promotion: Personal Assistant having 5 years' regular service in the PB-2 Rs.9300 – Rs.34800 with GP Rs. 4200 (Pre-revised) through seniority-cum-fitness. Note : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service or two

		years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.
12	Composition of DPC	<p>GROUP 'B' DEPARTMENTAL PROMOTION COMMITTEE :</p> <p>1.Pro Vice-Chancellor (or senior most - Chairman Dean in case PVC is not available)</p> <p>2.Two members of the Executive - Members Council, of whom at least one in the service of the University to be nominated by the Vice-Chancellor</p> <p>3.Head of the Department/Section -Member concerned</p> <p>4.Two persons who are not in the -Members service of the University to be nominated by the Vice-Chancellor, one of whom shall be SC/ST/OBC category, a woman and a minority community person in case any of the candidates appearing for the posts belong to such categories and such representation is already not made by virtue of the other members. (Action of the Vice Chancellor be reported to the Executive Council at the next meeting)</p> <p>5. Registrar -Member-Secretary</p>

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

VII. SECRETARIAL SERVICES

PERSONAL ASSISTANT

1	Name of the post	PERSONAL ASSISTANT
2	Number of posts	3 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'B'
4	Level in the Pay Matrix	*Level 06 - Rs.35400/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 32 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: (i) Bachelor's degree in any discipline from a recognized University. (ii) Stenography in English with speed of 80 wpm. (iii) Proficiency in typing in English with minimum speed of 30 wpm. (iv) Knowledge of computer applications. (v) One year's experience as Stenographer in Central/State Governments, University/Research Institution or Autonomous organization. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods	100% by direct recruitment through competitive written examination and stenography (skill) test. [Appendix III]

11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Not applicable
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CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

VIII. ENGINEERING SERVICES

EXECUTIVE ENGINEER

1	Name of the post	EXECUTIVE ENGINEER
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'A'
4	Level in the Pay Matrix	*Level 11 - Rs.67700/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Non-selection, in case of promotion
6	Age limit for direct recruits	Not exceeding 40 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: (i) Degree in Civil Engineering from a recognized University/Institute or equivalent. (ii) 7 years' experience as Assistant Engineer in CPWD/ PWD/ University/Autonomous bodies/ PSUs. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: (i) 2 years' experience as Assistant Executive Engineer in CPWD/ PWD/University/ Autonomous bodies/PSUs. (ii) Knowledge of computer aided Design (CAD) and latest management Technology/ other relevant software.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	One year, for direct recruits and two years for promotees
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and	50% by direct recruitment through screening test & interview 50% by promotion through seniority-cum-fitness.

	percentage of the posts to be filled by various methods	
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	<p>Promotion: 7 years' regular service as Assistant Engineer in the PB-2 Rs. 9300–34800 with GP Rs. 4600 (Pre-revised).</p> <p>Note : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.</p> <p>Deputation: Officers holding analogous post in the Central/State Government organisations/PSUs/Autonomous bodies or Assistant Executive Engineers with 5 years' regular service or Assistant Engineers with 7 years' regular service will be eligible. (The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of receipt of applications)</p>
12	Composition of DPC	<p>GROUP 'A'DEPARTMENTAL PROMOTION COMMITTEE :</p> <ol style="list-style-type: none"> 1. Vice-Chancellor (or PVC - Chairman in case VC is not available) 2. Two members. of the Executive - Members. Council, of whom at least one in the service of the University to be nominated by the Vice-Chancellor - Member 3. Head of the Department/Section concerned 4. Two persons who are not in the - Members service of the University to be nominated by the Vice-Chancellor, one of whom shall be SC/ST/OBC category, a woman and a minority community person in case any of the candidates appearing for the posts belong to such categories and such representation is already not made by virtue of the other members.. (Action of the Vice Chancellor be reported to the Executive Council at the next meeting) 5. Registrar - Member-Secretary

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

VIII. ENGINEERING SERVICES

ASSISTANT ENGINEER

1	Name of the post	ASSISTANT ENGINEER
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'B'
4	Level in the Pay Matrix	*Level 07 - Rs.44900/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Non-selection, in case of promotion
6	Age limit for direct recruits	Not exceeding 30 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: (i) Bachelor's degree in Civil/Electrical engineering from a recognized University /Institute. (ii) 3 years' experience in relevant field as Junior Engineer in CPWD/State PWD/statutory or autonomous organization/ University system/Reputed private organizations. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: Knowledge of Computer Aided Design (CAD) and latest Management Technology/other relevant software.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts	50% by promotion through seniority-cum-fitness; 50% by direct recruitment through competitive written examination, failing which by deputation or on short-term Contract [Appendix IX].

	to be filled by various methods	
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	<p>Promotion: 5 years' regular service as Junior Engineer in the PB-2 Rs.9300–34800 with GP Rs.4200 (Pre-revised).</p> <p>Note : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.</p> <p>Deputation/Short-term Contract: Officers of the CPWD /State Government PWD services or similar organized services /Semi Government/PSU/Statutory or Autonomous organization/University System:- holding analogous post on regular basis; 5 years' regular service as Junior Engineer in the PB-2 Rs. 9300 – 34800 with GP Rs. 4200 (Pre-revised)</p> <p>(The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of receipt of applications)</p>
12	Composition of DPC	<p>GROUP 'B' DEPARTMENTAL PROMOTION COMMITTEE :</p> <ol style="list-style-type: none"> 1.Pro Vice-Chancellor (or senior most - Chairman Dean in case PVC is not available) 2. Two members of the Executive - Members Council, of whom at least one in the service of the University to be nominated by the Vice-Chancellor 3. Head of the Department/Section -Member concerned 4.Two persons who are not in the -Members service of the University to be nominated by the Vice-Chancellor, one of whom shall be SC/ST/OBC category, a woman and a minority community person in case any of the candidates appearing for the posts belong to such categories and such representation

		<p>is already not made by virtue of the other members. (Action of the Vice Chancellor be reported to the Executive Council at the next meeting)</p> <p>5. Registrar - Member-Secretary</p>
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CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

VIII. ENGINEERING SERVICES

JUNIOR ENGINEER (CIVIL)

1	Name of the post	JUNIOR ENGINEER (CIVIL)
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'B'
4	Level in the Pay Matrix	*Level 06 - Rs.35400/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 30 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: Bachelor's degree in Civil engineering from a recognized Institute/University; OR Diploma in Civil engineering and 5 years' experience of supervising Civil works in any Central/ State organization /University institute funded by the Govt./PSU/Educational organization recognised by the State/Central/Govt./Govt/approved contractor. Good working knowledge of computer application. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: Working knowledge of AUTOCAD/other relevant software.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption	100% by direct recruitment through competitive written examination [Appendix IX].

	and percentage of the posts to be filled by various methods	
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	Not applicable

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

VIII. ENGINEERING SERVICES

JUNIOR ENGINEER (ELECTRICAL)

1	Name of the post	JUNIOR ENGINEER (ELECTRICAL)
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'B'
4	Level in the Pay Matrix	*Level 06 - Rs.35400/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 30 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: Bachelor's degree in Electrical engineering from a recognized Institute/University; <p style="text-align: center;">OR</p> Diploma in Electrical engineering and 5 years' experience of supervising Civil/Electrical works in any Central/ State organization /University institute funded by the Govt./PSU/Educational organization recognised by the State/Central/Govt./Govt/approved contractor. Good working knowledge of computer application. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: Working knowledge of AUTOCAD/other relevant software.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption	100% by direct recruitment through competitive written examination [Appendix IX].

	and percentage of the posts to be filled by various methods	
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	Not applicable

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

IX. SECURITY SERVICES

SECURITY OFFICER

1	Name of the post	SECURITY OFFICER
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'B'
4	Level in the Pay Matrix	*Level 07 - Rs.44900/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 32 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: (i) Bachelor's degree or equivalent qualification from a recognized University with five years' experience as Security Supervisor/supervisory position in security in a Govt. Office/ Educational Institution/Private Organization of repute or 15 years' experience in Police/Para-Military forces/ armed forces of the Union and should have held a post not below the rank of Subedar/Sub-Inspector (Executive) or an equivalent position with exemplary service. (ii) Holding a valid Driving License(LMV/Motor cycle) Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: Completion of a course in fire fighting or unarmed combat course in Army or Para-military force.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years, for direct recruits

10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	100% by direct recruitment through competitive written examination, failing which by deputation. [Appendix III]
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	<p>Deputation/Short-term Contract: Officers from the Central/State Government, Universities and other Autonomous organizations:- holding analogous posts on regular basis; OR with 5 years' regular service in the PB-2 Rs. 9300 – Rs. 34800 with GP Rs. 4200(Pre-revised)</p> <p>(The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of receipt of applications)</p>

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

IX. SECURITY SERVICES

SECURITY INSPECTOR

1	Name of the post	SECURITY INSPECTOR
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'C'
4	Level in the Pay Matrix	*Level 05 - Rs.29200/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 27 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>(i) Bachelor's degree or equivalent qualification from a recognized University with three years' experience as Security.</p> <p>Supervisor/supervisory position in security in a Govt. Office/ Educational Institution/Private Organization of repute;</p> <p style="text-align: center;">OR</p> <p>Persons who have served in the Army or such Uniformed service at JCO level or above with at least Class 12th standard pass or Army Class I examination or an equivalent examination.</p> <p>(ii) Holding a valid Driving License (LMV/Motor cycle)</p> <p>Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified.</p> <p>Desirable: Completion of a course in fire fighting or unarmed combat course in Army or Para-military force.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years, for direct recruits

10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	100% by direct recruitment through competitive written examination [Appendix III]
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	Not applicable

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
X. TECHNICAL/LABORATORY SERVICES

SENIOR TECHNICAL ASSISTANT (LABORATORY)

1	Name of the post	SENIOR TECHNICAL ASSISTANT (LABORATORY)
2	Number of posts	3 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'B'
4	Level in the Pay Matrix	*Level 06 - Rs.35400/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Non-Selection, in case of promotion
6	Age limit for direct recruits	Not exceeding 30 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: Bachelor's degree in relevant subject and 3 years' experience of handling laboratory equipment and carrying out laboratory experiment in a University/College/Research Institute of repute; OR Bachelor's degree in Engineering/Technology in relevant subject; Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: Master's degree in the relevant area.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age: No Qualification: Yes
9	Period of probation, if any	Two years, for direct recruits and promotees
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	50% by promotion through seniority-cum-fitness failing which by direct recruitment; 50% by direct recruitment through competitive written examinations Examination [Appendix-XII].
11	In case of recruitment by promotion/deputation	Promotion:

	/absorption, grades from which promotion/ deputation/absorption to be made.	<p>Technical Assistant with 5 years' regular service in PB-1 Rs.5200–20200 with GP Rs.2800 (Pre-revised).</p> <p>Note : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.</p>
12	Composition of DPC	<p>GROUP 'B' DEPARTMENTAL PROMOTION COMMITTEE :</p> <ol style="list-style-type: none"> 1.Pro Vice-Chancellor (or senior most - Chairman Dean in case PVC is not available) 2.Two members of the Executive - Members Council, of whom at least one in the service of the University to be nominated by the Vice-Chancellor 3.Head of the Department/Section -Member concerned 4. Two persons who are not in the -Members service of the University to be nominated by the Vice-Chancellor, one of whom shall be SC/ST/OBC category, a woman and a minority community person in case any of the candidates appearing for the posts belong to such categories and such representation is already not made by virtue of the other members. (Action of the Vice Chancellor be reported to the Executive Council at the next meeting) 5. Registrar - Member- Secretary

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

X. TECHNICAL/LABORATORY SERVICES

TECHNICAL ASSISTANT (LABORATORY)

1	Name of the post	TECHNICAL ASSISTANT (LABORATORY)
2	Number of posts	2 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'C'
4	Level in the Pay Matrix	*Level 05 - Rs.29200/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Non-selection, in case of promotion
6	Age limit for direct recruits	Not exceeding 27 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: Bachelor's degree in relevant subject and 2 years' experience of handling laboratory equipment and carrying out laboratory experiment in a University/ College/Research institute of repute; OR Bachelor's degree in Engineering/Technology in relevant subject; OR Diploma in Engineering in relevant field with 2 years' experience of handling laboratory equipment and carrying out laboratory experiment in a University/College/Research Institute of repute. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: Master's degree in the relevant area.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age: No Qualification: Yes
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption	50% by promotion through seniority-cum-fitness, failing which by direct recruitment. 50% by direct recruitment through competitive written examinations examination [Appendix

	and percentage of the posts to be filled by various methods	XII].
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	<p>Promotion: Laboratory/Field/Research Assistant with 5 years' regular service in the PB-1Rs. 5200 – 20200 with GP Rs.2400 (Pre-revised)</p> <p>Note : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.</p>
12	Composition of DPC	<p>GROUP 'C' DEPARTMENTAL PROMOTION COMMITTEE:</p> <p>1.Registrar - Chairman</p> <p>2.Dean of the School or Head of the - Member Section concerned</p> <p>3.Two persons who are not in the - Members service of the University to be nominated by the Vice-Chancellor, one of whom shall be SC/ST/OBC category, a woman and a minority community person in case any of the candidates appearing for the posts belong to such categories and such representation is already not made by virtue of the other members.</p> <p>4. Deputy Registrar (Administration)-Member-Secretary</p>

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
X. TECHNICAL/LABORATORY SERVICES

LABORATORY ASSISTANT

1	Name of the post	LABORATORY ASSISTANT
2	Number of posts	6 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'C'
4	Level in the Pay Matrix	*Level 03 - Rs.21700/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Non-selection, in case of promotion
6	Age limit for direct recruits	Not exceeding 27 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: Bachelor's degree in Science or other relevant field from a recognized Institute/University; OR Diploma in relevant field of Engineering/Technology from recognized Polytechnic/Institute; OR ITI trade certificate possessing 10 th Class standard with 5 years of work experience in relevant field. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: Experience in Science Laboratories of Academic/ Research institutions.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age: No. No, but must possess Diploma in relevant field of Engineering/Technology from recognized Polytechnic/Institute
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts	50% by direct recruitment through competitive written examination [Appendix XII]. 50% by promotion through seniority-cum-fitness

	to be filled by various methods	
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	<p>Promotion: Laboratory Attendant with 05 years of regular service in the PB-1 Rs. 5200 – 20200 with GP Rs.1800 (Pre-revised).</p> <p>Note : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.</p>
12	Composition of DPC	<p>GROUP ‘C’ DEPARTMENTAL PROMOTION COMMITTEE:</p> <p>1.Registrar - Chairman</p> <p>2.Dean of the School or Head of the - Member Section concerned</p> <p>3.Two persons who are not in the - Members service of the University to be nominated by the Vice-Chancellor, one of whom shall be SC/ST/OBC category, a woman and a minority community person in case any of the candidates appearing for the posts belong to such categories and such representation is already not made by virtue of the other members.</p> <p>4. Deputy Registrar (Administration)-Member- Secretary</p>

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
X. TECHNICAL/LABORATORY SERVICES

LABORATORY ATTENDANT

1	Name of the post	LABORATORY ATTENDANT
2	Number of posts	4 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'C'
4	Level in the Pay Matrix	*Level 01 - Rs.18000/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 27 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: 10 th Class standard (with science as one of the subjects) from a recognized School/Board; OR ITI Trade certificate in relevant field. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: 12 th Class standard in science subject from a recognized Board/University.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	100% by direct recruitment through competitive written examination [Appendix V].
11	In case of recruitment by promotion/deputation /absorption, grades from	Not applicable

	which promotion/ deputation/absorption to be made.	
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CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES

XI. ISOLATED POSTS

INTERNAL AUDIT OFFICER

1	Name of the post	INTERNAL AUDIT OFFICER
2	Number of posts	1 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'A'
4	Level in the Pay Matrix	*Level 12 - Rs.78800/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not applicable
7	Educational and other qualifications required for direct recruits	Not applicable
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Not applicable
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	On deputation/lien/contract basis.
11	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made.	Deputation/Lien/Short-term Contract: Officers belonging to Audit and/or Accounts Services or other similar services in a Central/State Government organisation 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 (Pre-revised), preferably possessing the qualification such as CA/CMA/M.Com/MBA (Finance);

		<p style="text-align: center;">OR</p> <p>with 8 years' regular service in the PB-3 Rs.15600–39100 GP Rs.5400 (Pre-revised), preferably possessing the qualification such as CA/CMA/M.Com/MBA (Finance)</p> <p>(The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of receipt of applications)</p>
12	If a Departmental Promotion Committee exists, what is its composition	Not applicable.

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
XII. GUEST HOUSE/HOSTEL/CANTEEN SERVICES

COOK

1	Name of the post	COOK
2	Number of posts	3 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'C'
4	Level in the Pay Matrix	*Level 02 - Rs.19900 /- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Non-selection, in case of promotion
6	Age limit for direct recruits	Not exceeding 30 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: Class 10 th standard (with Science as one of the subjects) from a recognized School/Board; OR 3 years' experience in cooking/catering services in educational institutions/guest houses, reputed hotels, restaurants and similar facilities. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified. Desirable: ITI Trade Certificate in Bakery & Confectionery (1 year duration). Experience in preparation of vegetarian and non-vegetarian food items.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age: No Qualification: Yes
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	50% by direct recruitment through competitive written examination and trade test. [Appendix V]. 50% by promotion through seniority-cum-fitness and qualifying trade test, failing which by direct recruitment.

11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	<p>Promotion: Kitchen Attendant with 3 years' regular service in PB-1 Rs.5200 – 20200 with GP Rs. 1800 (pre-revised).</p> <p>Note : Where juniors who have completed their qualifying eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.</p>
12	Composition of DPC	<p>GROUP 'C' DEPARTMENTAL PROMOTION COMMITTEE :</p> <ol style="list-style-type: none"> 1. Registrar - Chairman 2. Dean of the School or Head of the - Member Section concerned 3. Two persons who are not in the- Members service of the University to be nominated by the Vice-Chancellor, one of whom shall be SC/ST/OBC category, a woman and a minority community person in case any of the candidates appearing for the posts belong to such categories and such representation is already not made by virtue of the other members. 4. Deputy Registrar (Administration) - Member- Secretary

CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
XII. GUEST HOUSE/HOSTEL/CANTEEN SERVICES

ATTENDANT (KITCHEN)

1	Name of the post	KITCHEN ATTENDANT
2	Number of posts	2 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'C'
4	Level in the Pay Matrix	*Level 01 - Rs.18000/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 30 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: 10 th Class standard (with Science as one of the subjects) from a recognized School/Board; OR ITI Trade Certificate in the relevant area. 2 years' experience as Cook Apprentice in cooking/ catering services in educational institutions/guest houses, reputed hotels, restaurants and similar facilities. Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods	100% by direct recruitment through competitive written examination [Appendix V].
11	In case of recruitment by promotion/deputation/absorption, grades from which	Not applicable

	promotion/deputation/absorption to be made.	
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CENTRAL UNIVERSITY OF KARNATAKA CADRE RECRUITMENT RULES
XII. GUEST HOUSE/HOSTEL/CANTEEN SERVICES

HOSTEL ATTENDANT

1	Name of the post	HOSTEL ATTENDANT
2	Number of posts	2 (2016) (Subject to variation dependent on workload)
3	Classification	Group 'C'
4	Level in the Pay Matrix	*Level 01 - Rs.18000/- (Entry Level) *Tentative, pending receipt of UGC approval.
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not exceeding 30 years (relaxable for SCs/STs/OBCs/PWDs and other categories in accordance with the Govt. of India orders)
7	Educational and other qualifications required for direct recruits	Essential: 10 th Class standard (with Science as one of the subjects) from a recognized School/Board; Note : Qualifications are relaxable at the discretion of the University in the case of candidates otherwise well qualified.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation, if any	Two years, for direct recruits
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	100% by direct recruitment through competitive written examination. [Appendix V]
11	In case of recruitment by promotion/deputation /absorption, grades from which promotion/ deputation/absorption to be made.	Not applicable

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COMPOSITION OF THE SELECTION COMMITTEES

I. GROUP 'A' & 'B' POSTS (OTHER THAN STATUTORY POSITIONS)

1. Vice-Chancellor/Pro-Vice-Chancellor (in the absence of Vice-Chancellor) or nominee of the Vice Chancellor not below the rank of the Professor. - Chairman
2. Two members from amongst the members of the Executive Council - Members
3. Two experts not in service of this University, to be nominated by the Vice-Chancellor - Members
4. One member who is a woman, an SC/ST/OBC category and one minority community member to be co-opted if he/she is not in the Selection Committee (in case the candidates appearing belong to any of the above categories) - Member
5. Head of the Department concerned - Member
6. Registrar - Member-Secretary

II. GROUP 'C' POSTS

1. Dean (any School of Studies) to be nominated by the Vice-Chancellor - Chairman
2. One member of the Executive Council to be nominated by the Executive Council - Member
3. Two members of the teaching staff of the University to be nominated by the Vice-Chancellor - Members
4. One expert not in service of this University, to be nominated by the Vice-Chancellor - Member
5. One member who is a woman, an SC/ST/OBC category and one minority community member to be co-opted if he/she is not in the Selection Committee (in case the candidates appearing belong to any of the above categories) - Member
6. Head of the Department concerned - Member
7. Registrar/Deputy Registrar (in the absence of Registrar to be nominated by the Vice-Chancellor) - Member-Convener

Note:- The composition of the Selection Committees for Group 'A' & 'B' posts (other than Statutory Positions) and Group 'C' posts will be as per the provisions, contained in Ordinance No.8 of the Central University of Karnataka Ordinances Governing the Academic and Administrative Matters (2012), as amended from time to time. The representation of women/SC/ST/OBC/minority community in the Selection Committees will be in consonance with the Government of India guidelines, issued from time to time.

**DIRECT RECRUITMENT
(ASSISTANT REGISTRAR)****MODE OF SELECTION**

I. SCREENING TEST: The purpose of **Screening Test** is purely for screening candidates based on prescribed minimum essential qualification to appear in the written examination and shall have no weightage in the interview.

II. WRITTEN EXAMINATION: The written examination will consist of **Three Objective Type Papers**, as follows:-

Paper	Subject	Maximum Marks	Minimum Qualifying Marks	Overall Qualifying Marks	Duration	Compensatory time*
Paper-I	General English	100	30	105	1:30 Hours	30 minutes
Paper-II	General Studies	100	30		1:30 Hours	30 minutes
Paper-II	Numerical Aptitude & Reasoning	100	30		1:30 hours	30 minutes

* PWD candidates availing scribe/reader/lab assistant

SYLLABUS:

Paper-I, General English: Questions in this component will be designed to test the Candidate's understanding and knowledge of English Language like Error recognition, Fill in the blanks (using verbs, preposition, articles etc.), One word substitution, Improvement of Sentences, Vocabulary, Spellings, Grammar, Sentence Structure, Synonyms, Antonyms, Sentence Completion, Phrases and Idiomatic use of words, Comprehension of Passages, as may be expected of a well-educated person who has not made a special study of the subject.

Paper-II, General Studies: Questions will be designed to test the ability of the candidate's General Studies viz., General Science, current events of national and international importance, History of India and Indian National Movement, India and World Geography, Indian Polity & Economy, General Mental Ability, Central University of Karnataka, Karnataka, North- Eastern States, India and other countries.

Paper-III, Numerical Aptitude & Reasoning: The questions will be designed to test the ability of appropriate use of numbers and number sense of the candidate. The scope of the test will be the computation of whole numbers, decimals and fractions and relationships between numbers. It will test sense of order among numbers, ability to translate from one



name to another, sense or order of magnitude, estimation or prediction of the outcome of computation, selection of an appropriate operation for the solution of real life problems and knowledge of alternative computation procedures to find answers. The questions would also be based on arithmetical concepts and relationship between numbers and not on complicated arithmetical computation.

On general reasoning, the candidates will be tested on reasoning and analytical abilities.

III. Interview: Candidates who qualify in the written examination will be called for Interview. Selection Committee at its own discretion shall decide the nature or standard of interview to be conducted by it.

Note:-

1. At any stage of the selection process, the University may specify cut-off qualifying marks higher than the minimum qualifying marks based on the number of vacant posts and the number of candidates qualified as per the minimum standard.
2. The minimum qualifying marks is relaxable at the discretion of the University, if at any stage of the selection process; the University is of the opinion that sufficient number of candidates are not likely to be available to fill up the vacant posts.

DIRECT RECRUITMENT
Group 'B' posts having written examinations
OF
MINISTERIAL/SUPPORT SERVICES, SECRETARIAL SERVICES
& SECURITY SERVICES
MODE OF SELECTION

I. SCREENING TEST: The purpose of **Screening Test** is purely for screening candidates based on prescribed minimum essential qualification to appear in the written examination and shall have no weightage.

II. WRITTEN EXAMINATION: The written examination will consist of **Three Objective Type Papers**, as follows:-

Paper	Subject	Maximum Marks	Minimum Qualifying Marks	Overall Qualifying Marks	Duration	Compensatory time*
Paper-I	General English	100	30	70	1:30 hours	30 minutes
Paper-II	General Studies	50	15		45 minutes	15 minutes
Paper-II	Numerical Aptitude & Reasoning	50	15		45 minutes	15 minutes

* PWD candidates availing scribe/reader/lab assistant

SYLLABUS:

Paper-I, General English: Questions in this component will be designed to test the Candidate's understanding and knowledge of English Language like Error recognition, Fill in the blanks (using verbs, preposition, articles etc.), One word substitution, Improvement of Sentences, Vocabulary, Spellings, Grammar, Sentence Structure, Synonyms, Antonyms, Sentence Completion, Phrases and Idiomatic use of words, Comprehension of Passages, as may be expected of a well-educated person who has not made a special study of the subject.

Paper-II, General Studies: Questions will be designed to test the ability of the candidate's General Studies viz., General Science, current events of national and international importance, History of India and Indian National Movement, India and World Geography, Indian Polity & Economy, General Mental Ability, Central University of Karnataka, Karnataka, North- Eastern States, India and other countries.

Paper-III, Numerical Aptitude & Reasoning: The questions will be designed to test the ability of appropriate use of numbers and number sense of the candidate. The scope of the test will be the computation of whole numbers, decimals and fractions and relationships

between numbers. It will test sense of order among numbers, ability to translate form one name to another, sense or order of magnitude, estimation or prediction of the outcome of computation, selection of an appropriate operation for the solution of real life problems and knowledge of alternative computation procedures to find answers. The questions would also be based on arithmetical concepts and relationship between numbers and not on complicated arithmetical computation.

On general reasoning, the candidates will be tested on reasoning and analytical abilities.

III. Stenography test: Stenography test is applicable only for the posts of **Private Secretary** and **Personal Assistant** and will be of **qualifying nature**.

Category of candidate	Dictation		Time for transcription	Maximum permissible error
	Speed	Duration		
General candidate	120 w.p.m.	5 minutes	30 minutes	10%
VH candidate	120 w.p.m.	5 minutes	55 minutes	10%

Note:-

1. The matter will have to be transcribed on computer only.
2. There is no exemption from Skill Test for any category of candidates.
3. The transcription time is including time for reconciliation.
4. The University may reduce the minimum qualifying marks to fill up the reserved post if there are no adequate candidates from the reserved category qualified as per the normal standard.

Note:-

1. At any stage of the selection process, the University may specify cut-off qualifying marks higher than the minimum qualifying marks based on the number of vacant posts and the number of candidates qualified as per the minimum standard.
2. The minimum qualifying marks is relaxable at the discretion of the University, if at any stage of the selection process; the University is of the opinion that sufficient number of candidates are not likely to be available to fill up the vacant posts.
3. Final Merit list in case of **Private Secretary** and **Personal Assistant** will be prepared from the list of those candidates who will qualify the Stenography Test, based on the marks obtained in the competitive written examination.
4. Level of difficulty/ type of questions shall vary from post to posts depending upon the level/nature of post.

DIRECT RECRUITMENT
UPPER DIVISION CLERK & LOWER DIVISION CLERK
MODE OF SELECTION

I. SCREENING TEST: The purpose of **Screening Test** is purely for screening candidates based on prescribed minimum essential qualification to appear in the written examination and shall have no weightage.

II. WRITTEN EXAMINATION: The written examination will consist of **Three Objective Type Papers and One Practical Paper**, as follows:-

Paper	Subject	Maximum Marks	Minimum Qualifying Marks	Overall Qualifying Marks	Duration	Compensatory time*
Paper-I	General English	50	10		45 minutes	15 minutes
Paper-II	General Studies	50	15		45 Minutes	15 minutes
Paper-III	Numerical Aptitude & Reasoning	50	15		45 minutes	15 minutes
Paper-IV	Computer proficiency Test (Practical)	50	15	18	45 minutes	15 minutes

* PWD candidates availing scribe/reader/lab assistant

SYLLABUS:

Paper-I, General English: Questions in this component will be designed to test the Candidate's understanding and knowledge of English Language like Error recognition, Fill in the blanks (using verbs, preposition, articles etc.), One word substitution, Improvement of Sentences, Vocabulary, Spellings, Grammar, Sentence Structure, Synonyms, Antonyms, Sentence Completion, Phrases and Idiomatic use of words, Comprehension of Passages, as may be expected of a well-educated person who has not made a special study of the subject.

Paper-II, General Studies: Questions will be designed to test the ability of the candidate's General Studies viz., General Science, current events of national and international importance, History of India and Indian National Movement, India and World Geography, Indian Polity & Economy, General Mental Ability, Central University of Karnataka, Karnataka, North-Eastern States, India and other countries.

Paper-III, Numerical Aptitude & Reasoning: The questions will be designed to test the

Ability of appropriate use of numbers and number sense of the candidate. The scope of the test will be the computation of whole numbers, decimals and fractions and relationships between numbers. It will test sense of order among numbers, ability to translate form one name to another, sense or order of magnitude, estimation or prediction of the outcome of computation, selection of an appropriate operation for the solution of real life problems and knowledge of alternative computation procedures to find answers. The questions would also be based on arithmetical concepts and relationship between numbers and not on complicated arithmetical computation.

On general reasoning, the candidates will be tested on reasoning and analytical abilities.

III. Computer Proficiency Test: Candidates who qualify in the Competitive Written Examination for **Paper-I, II & III** will be called for Computer Proficiency Test(**Paper-IV**)to be taken on computer. Questions will be designed to test the candidate's knowledge of Microsoft Office, Spreadsheet and Computer Applications for everyday office work including usage of internet.

Note:-

1. At any stage of the selection process, the University may specify cut-off qualifying marks higher than the minimum qualifying marks based on the number of vacant posts and the number of candidates qualified as per the minimum standard.
2. The minimum qualifying marks is relaxable at the discretion of the University, if at any stage of the selection process; the University is of the opinion that sufficient number of candidates are not likely to be available to fill up the vacant posts.
3. Final Merit list will be prepared based on the marks obtained in the competitive written examination and Computer Proficiency Test.

DIRECT RECRUITMENT
MTS/PEON/OFFICE ATTENDANT, LIBRARY ATTENDANT, LABORATORY
ATTENDANT, MEDICAL ATTENDANT, HOSTEL ATTENDANT,
KITCHEN ATTENDANT, COOK & DRIVER

MODE OF SELECTION

I. SCREENING TEST: The purpose of **Screening Test** is purely for screening candidates based on prescribed minimum essential qualification to appear in the written examination and shall have no weightage.

II. WRITTEN EXAMINATION: The written examination will consist of **Two Objective Type Papers**, as follows:-

Paper	Subject	Maximum Marks	Minimum Qualifying Marks	Overall Qualifying Marks	Duration	Compensatory time*
Paper-I	General English	50	15	35	45 minutes	15 minutes
Paper-II	General Studies & Basic Arithmetic	50	15		45 minutes	15 minutes

* PWD candidates availing scribe/reader/lab assistant

SYLLABUS:

Paper-I, General English: Questions in this component will be designed to test the Candidate's understanding and knowledge of basic English Language like Error recognition, fill in the blanks, Spellings etc.

Paper-II, General Studies & Basic Arithmetic: Questions will be designed to test the Ability of the candidate's General Studies viz., General Science, current events of state & national importance. Basic arithmetic will include questions on basic calculations.

III. Trade Test (only for Driver): The trade test will be of 50 marks and is aimed to assess the following skills.

1. Ability to drive with ease in different road conditions.
2. Knowledge of Traffic Regulation.
3. Knowledge of Petrol & Diesel Engine working and ability to locate faults and rectify minor running defects.
4. Ability to clear carburetor/injector, plug, etc.

IV. Trade Test (only for Cook& Kitchen Attendant): The trade test will be of 50 marks and is aimed to assess the following skills.

1. Ability to cook different varieties of cuisines viz North Indian, South Indian, Continental, Local cuisines etc.
2. Ability to manage supplies.
3. Knife skill & hygiene.

Note:-

1. At any stage of the selection process, the University may specify cut-off qualifying marks higher than the minimum qualifying marks based on the number of vacant posts and the number of candidates qualified as per the minimum standard.
2. The minimum qualifying marks is relaxable at the discretion of the University, if at any stage of the selection process; the University is of the opinion that sufficient number of candidates are not likely to be available to fill up the vacant posts.
3. Final Merit list in case of **Driver, Cook& Kitchen Attendant** will be prepared based on the marks obtained in the competitive written examination and Trade Test.
4. Level of difficulty of questions shall vary from post to post depending upon the level/nature of post.

**DIRECT RECRUITMENT
PROFESSIONAL ASSISTANT, SEMI-PROFESSIONAL & LIBRARY ASSISTANT**

MODE OF SELECTION

I. SCREENING TEST: The purpose of **Screening Test** is purely for screening candidates based on prescribed minimum essential qualification to appear in the written examination and shall have no weightage.

II. WRITTEN EXAMINATION: The written examination will consist of **Three Papers**, as follows:-

Paper	Subject	Maximum Marks	Minimum Qualifying Marks	Overall Qualifying Marks	Duration	Compensatory time*
Paper-I	General English	50	15	70	45 minutes	15 minutes
Paper-II	Library & Information Science	100	30		1:30 hours	30 minutes
Paper-III	Library & Information Science (Practical)	50	15		1 hours	20 minutes

Note:-

1. Paper-I & II will consist of **objective type questions** only.
2. Paper-III will not be applicable for Library Assistant.

SYLLABUS:

Paper-I, General English: Questions in this component will be designed to test the Candidate's understanding and knowledge of English Language like Error recognition, Fill in the blanks (using verbs, preposition, articles etc.), One word substitution, Improvement of Sentences, Vocabulary, Spellings, Grammar, Sentence Structure, Synonyms, Antonyms, Sentence Completion, Phrases and Idiomatic use of words, Comprehension of Passages, as may be expected of a well-educated person who has not made a special study of the subject.

PAPER-II:

Unit 1 Acquisition of Library Resources

- i) Collection Development
 - a. Principles and procedure
 - b. Selection of printed and electronic resources
 - c. Ordering
 - d. Management and Maintenance

Unit 2 **Serial Management**

- a) Selection
- b) Ordering
- c) Receiving
- d) Display

Unit 3 **Database Management**

- a) Machine Readable Formats
- b) Basic Knowledge of common software
Koha, SOUL, SLIM
- c) Metadata

Unit 4 **Information Technology**

- a) Data Harvesting
- b) Institutional Repositories
- c) Digital Library
- d) Automated Library Services

PAPER-III, PRACTICAL:

- i) Classification
- ii) Subject Analysis
- iii) Data Entry
- iv) Word Processing

III. RESOLUTION OF TIE CASES: Tie cases will be resolved by applying one after another, as applicable till the tie is resolved, as follows:-

- (i) Total marks in the Competitive Written Examination.
- (ii) Date of Birth, with older candidate placed higher.
- (iii) Alphabetical order in which the names of the candidate appear.

Note:-

1. At any stage of the selection process, the University may specify cut-off qualifying marks higher than the minimum qualifying marks based on the number of vacant

posts and the number of candidates qualified as per the minimum standard.

3. The minimum qualifying marks is relaxable at the discretion of the University, if at any stage of the selection process; the University is of the opinion that sufficient number of candidates are not likely to be available to fill up the vacant posts.
2. Level of difficulty of questions shall vary from post to post depending upon the level/nature of post.

DIRECT RECRUITMENT
STAFF NURSE
MODE OF SELECTION

I. SCREENING TEST: The purpose of **Screening Test** is purely for screening candidates based on prescribed minimum essential qualification to appear in the written examination and shall have no weightage.

II. WRITTEN EXAMINATION: The written examination will consist of **Two Objective Type Papers**, as follows:-

Paper	Subject	Maximum Marks	Minimum Qualifying Marks	Duration	Compensatory time*	
Paper I	General English	50	70	45 minutes	15 minutes	
Paper II						
Part-A	Fundamentals of Nursing	50				
Part-B	Anatomy & Physiology, Psychiatric Nursing	50			2 hours	40 minutes
Part-C	Midwifery and Gynecological Nursing, Pediatric Nursing	50				

* PWD candidates availing scribe/reader/lab assistant

SYLLABUS:

Paper-I, General English: Questions in this component will be designed to test the Candidate's understanding and knowledge of English Language like Error recognition, Fill in the blanks (using verbs, preposition, articles etc.), One word substitution, Improvement of Sentences, Vocabulary, Spellings, Grammar, Sentence Structure, Synonyms, Antonyms, Sentence Completion, Phrases and Idiomatic use of words, Comprehension of Passages, as may be expected of a well-educated person who has not made a special study of the subject.

Paper-II
Part-A, Fundamentals of Nursing:

- Nursing as a profession: Concept of Nursing; Definition of Nursing; Functions of Nurse; Qualities of a Nurse; Comprehensive Nursing care; Holistic approach to Nursing; Code of Ethics and Ethical behaviour expected.
- Maintenance of therapeutic Environment: Temperature, light, noise, humidity, aesthetic consideration in the environment, colour scheme, beauty and flower

- arrangements.
- c) Nursing Process and Nursing Care Plan: Meaning, importance and steps in development.
Admission of a patient: Patients unit set up and care, admission procedure, reception of patient, care of patient's belongings.
 - d) Discharging a Patient: Preparation of the patient-physically and mentally; Discharge procedure; Hospital Policies; Preparation of the relatives of the patient for discharge and advice to the patient.
 - e) The dying Patient: Signs and symptoms of approaching death; Needs of the dying patient and relatives; Care of dying and last offices; Packing of dead bodies in non-communicable and communicable diseases.
 - f) Hygienic needs and Physical needs: Importance of maintaining Personal Hygiene; Nurses role in maintaining good personal Hygiene; Factors promoting and inhibiting physical comforts; Comfort devices and their uses; Different position for comfort and positioning of a patient; Principles of lifting and moving patients in bed.
 - g) Activity and Exercises: Importance of activity and Exercise in health and sickness, active and passive Exercise.
 - h) Safety needs: Environmental hazards, role of nurses in prevention of health hazards.
 - i) Elimination needs: Problems in sickness: Constipation, diarrhoea, retention and incontinence of urine; Nurses role in meeting eliminating needs.
 - j) Care in Special Condition: Unconscious patient; Patient with fluid imbalance; Patient with Dyspnoea; Physically handicapped; Perineal care of terminally ill-patient with urinary catheter.
 - k) Meeting nutritional needs: Importance of Nutrition; Factors effecting nutritional needs.
 - l) Observation of Patient: General appearance & deviation; Temperature; Respiration; Heart rate; Blood Pressure; Observation of - Urine, Stool, Vomit, Sputum, Anybody fluid
 - m) Care of Equipment's: Disposable; Reusable; Rubber goods; Glassware; Enamelware; Metal; Plastic; Furniture; Machinery.
 - n) Barrier Nursing: Standard Safety precaution (Universal Precaution); Different types of hand washing; Personal protecting equipment's types, uses, techniques of wearing and removing.
 - o) Administration of drugs: Purposes of drugs; Routes of administration; Principles: 5 Rights, special consideration, prescription, safety in administering drugs. Storage and maintenance of drugs and nurses responsibility Factors influencing drugs action. Terminologies and common abbreviation used in prescription of drugs.
 - p) First Aid: Rules of First Aid, First Aid in emergency situations.

Part-B, Anatomy & Physiology, Psychiatric Nursing:

Anatomy & Physiology:

- a) Skeletal system:
Bones: Types, Structure, Functions; Joints: Classification, Structure and Functions.
- b) Muscular System: Types, Structure, Functions; Position and action of Chief Muscles of the body
- c) Cardio-Vascular System

Blood: Composition, Blood Group, Cross Matching

Heart: Position, Structure, Conduction System, Functions and Cardiac Cycle;
Circulation of Blood; Blood Pressure and Pulse; Lymphatic System

- d) Respiratory System: Structure and Functions of Respiratory Organs; Physiology of Respiration; Characteristics of normal Respiration and its deviations
- e) Digestive System: Structure and Functions of Organs; Digestion, absorption and metabolism.
- f) Excretory System: Structure and functions of Organs; Structure and functions of the Skin; Regulation of body Temperature
- g) Nervous System: Type, structure and functions of neuron; Central Nervous System: Structure and Functions.
- h) Endocrine System: Structure and functions of – pituitary, pancreas, thyroid, Parathyroid, Thymus and supra renal glands.
- i) Sense Organs: Structure and functions of eye, ear, nose and tongue; Physiology of Vision, hearing and equilibrium.
- j) Reproductive System: Structure and functions of reproductive and accessory organs; Reproduction, Menstrual Cycle and Menopause; Reproductive Health; Structure and functions of male reproductive system.

Psychiatric Nursing:

- a) Introduction: Meaning of mental illness; Terms used in psychiatry; Etiology of mental illness and contributing factors; Legal aspects in the care of the mentally sick.
- b) Community Responsibility: Attitudes towards mentally ill; Misconceptions towards mentally ill; Health and social service for the mental illness.
- c) Diagnosis: Early recognition of deviations from the normal; Classification of mental disorders; Signs and symptoms of common mental illness.
- d) Management: Physical therapy; drug therapy, shock therapy; Psychotherapy; hypnosis, psychoanalysis; behaviour therapy, reactional and social therapy, occupational therapy.
- e) Role of the Nurse: Over active patient; Destructive patient; Suicidal patient; Depression; Withdrawal and Mania; Prevention of accidents amongst mentally ill; Observation reporting and recording; Procedure for admission into and discharge from mental hospitals

Part-C, Midwifery and Gynaecological Nursing, Paediatric Nursing:

Midwifery and Gynaecological Nursing:

- a) Introduction: Definition: Midwifery, obstetrical Nursing; Development of maternity services in India; Morbidity and mortality rates and their significance; Internal and External organs of reproduction.
- b) Normal Pregnancy: Physiological changes due to pregnancy; Signs, symptoms and diagnosis; Influence of hormones; Pre-natal care: Objectives; History taking; Calculation of Expected date of delivery; Routine Examinations; Care and advice regarding: diet in pregnancy; anti-natal Exercises Minor disorders of pregnancy and alleviations of discomfort; Diseases associated with pregnancy: Cardio vascular; Urinary; Respiratory; Metabolic; Nutritional deficiencies; Sexually transmitted diseases.

- c) Normal Delivery (Preparation): For mother and baby; Preparation of the patient and delivery room-hospital and home; Psychological preparation of mother and family.
- d) Normal labour; Stages of labour; Nursing Management of Baby and birth; Nursing Management of mother during puerperium.
- e) Complications of pregnancy and its management: Bleeding in early pregnancy; Bleeding in late pregnancy; Pregnancy induced hypertension, Pre-Eclampsia, Eclampsia; Hydramnios, Oligohydramnios; Hydatidiform mole; Pelvic inflammatory disease; Intra uterine growth retardation, intra uterine death; Post maturity.
- f) High risk pregnancy and its management: Anaemia, Jaundice, Viral infection; Urinary tract infections; Heart diseases, diabetes mellitus; Osteomalacia; Sexually Transmitted diseases; AIDS; Teenage Pregnancy; Elderly pregnancy; Multi Para & Multiple pregnancy; Un-Educated mother.
- g) Labour Complications: Malpresentations and malpositions; Occipito posterior position; Breech and shoulder; Face and Brow; Cord presentation and prolapse; Obstructed labour; Ruptured uterus; Postpartum haemorrhage, atonic uterus, retained placenta and membranes.
- h) Diseases and disorders of female reproductive system including breasts: Infections; cyst, tumors and fibroids; Abortion; Ectopic pregnancy; Vaginal fistula; Erosion of cervix; Sexually transmission disease; Abnormalities of menstruation; Menopause; Mastitis; Breast abscess; Tumors; Malignancy.

Paediatric Nursing:

- a) Nurses responsibility to meet the nutritional needs; The Infant: Care of umbilical cord, skin, eye, mouth, buttocks and clothings; Disorder of Infants: Vomiting; Diarrhoea; Convulsion; Distension.
- b) Recognition and Management of Congenital anomalies: Causes, Prevention management;
- c) Breast Feeding: Importance and principles; Preparation of mother; Difficulties in breast feeding; Factors inhabiting and promoting lactation.
- d) Diseases of Children: Etiology, Signs and symptoms, medical and surgical management, nursing care, Complication, diet and drug therapy, prevention and treatment with diseases
 - Gastro- intestinal System, Respiratory System, Genito-urinary System, Cardio Vascular system, Nervous System, Eye and Ear, Nutritional Disorder, Communicable Diseases, Hemotological disorder, Endocrine disorder, Child health Emergencies, Psychological disorder and problems, The Handicapped Child.

III. RESOLUTION OF TIE CASES: Tie cases will be resolved by applying one after another, as applicable till the tie is resolved, as follows:-

- (i) Total marks in the Competitive Written Examination.
- (ii) Date of Birth, with older candidate placed higher.
- (iii) Alphabetical order in which the names of the candidate appear.

Note:-

1. At any stage of the selection process, the University may specify cut-off qualifying marks higher than the minimum qualifying marks based on the number of vacant posts and the number of candidates qualified as per the minimum standard.

2. The minimum qualifying marks is relaxable at the discretion of the University, if at any stage of the selection process; the University is of the opinion that sufficient number of candidates are not likely to be available to fill up the vacant posts.

**DIRECT RECRUITMENT
PHARMACIST**

MODE OF SELECTION

I. SCREENING TEST: The purpose of **Screening Test** is purely for screening candidates based on prescribed minimum essential qualification to appear in the written examination and shall have no weightage.

II. WRITTEN EXAMINATION: The written examination will consist of **Two Objective Type Papers**, as follows:-

Paper	Subject	Maximum Marks	Minimum Qualifying Marks	Overall Qualifying Marks	Duration	Compensatory time*
Paper I	General English	50	15	52	45 minutes	15 minutes
Paper II					1:30 hours	30 minutes
Part-A	Pharmaceutics, Dispensing and Hospital Pharmacy	50	30			
Part-B	Pharmacology and Toxicology	50	15			

* PWD candidates availing scribe/reader/lab assistant

SYLLABUS:

Paper-I, General English: Questions in this component will be designed to test the Candidate's understanding and knowledge of English Language like Error recognition, Fill in the blanks (using verbs, preposition, articles etc.), One word substitution, Improvement of Sentences, Vocabulary, Spellings, Grammar, Sentence Structure, Synonyms, Antonyms, Sentence Completion, Phrases and Idiomatic use of words, Comprehension of Passages, as may be expected of a well-educated person who has not made a special study of the subject.

Paper-II

Part-A, Pharmaceutics, Dispensing and Hospital Pharmacy:

- a) Formulations: Types, Preparation, Packaging, labeling and Storage, Various Conventional and prolonged release drug delivery systems, per-oral and parenteral administration, novel routes of drug administration including pulmonary, nasal, ophthalmic, transdermal etc., concepts of drugs stability and Shelf-life.
- b) Prescription: definition, various parts of prescription, their functions, handling of prescription, prescription charging policy.

- c) Posology: Definition, factors affecting dose selection, Calculation of doses for paediatric and geriatric patients.
- d) Study of various pharmacopoeias, monographs and various quality control tests mentioned in the monographs- I.P., U.S.P., E.P., B.P.
- e) Sterile Products –their manufacturing and quality Control, Methods of Sterilization and validation thereof, Test for Sterility, Test for pyrogens, concept of asepsis and maintenance of aseptic conditions, Central Sterile Supply Department (CSSD) and its functioning.
- f) Microbiological Media: Preparation and Sterilization.
Surgical dressings: Properties, sterilization, standards and tests for sterility.
Ligatures and Sutures: Absorbable and non-absorbable, preparations, standards, and tests for sterility.
- g) Hospital and Drug Store: Layout, designs, staff, materials-coding and stocking including storage conditions. Legal requirements, maintenance of various registers. Use of Computers for day to day record keeping. Inventory control concept of EOQ (Economic Order Quantity) & Purchase policy. Drug distribution systems in hospitals- Dispensing to in-patients & out-patients. Safe use of drugs in hospitals.
- h) Clinical Pharmacy - Drug & poison information services & its management: Patient Counselling, Patient information leaflets, patient medication adherence, drug-drug, drug-food interactions, adverse drug reactions. Adverse drug reactions and idiosyncratic reactions.

Part-B, Pharmacology and Toxicology:

- a) Concepts of health and disease, causative agents and prevention of diseases like AIDS, Tuberculosis. Brief outline of communicable diseases, models of transmission and prevention.
- b) First aid, emergency treatment of shock, snake bites, burns, poisoning, fractures.
- c) Pharmacology of following classes of drugs Antihypertensives, antianginal agents, antihyperlipidemic agents, Cardiotonics, antiallergics, antidiabetics, antimicrobials and antibiotics including the newer generation antibiotics, antiulcer agents, antacid, anti HIV agents, antidepressants.
- d) Clinical toxicology: Clinical symptoms and management of acute poisoning due to pesticides, opiates, barbiturates, benzodiazepines, alcohol (ethanol & methanol), paracetamol and salicylates, heavy metals- Arsenic, lead, mercury, radiation poisoning.

III. RESOLUTION OF TIE CASES: Tie cases will be resolved by applying one after another, as applicable till the tie is resolved, as follows:-

- (i) Total marks in the Competitive Written Examination.
- (ii) Date of Birth, with older candidate placed higher.
- (iii) Alphabetical order in which the names of the candidate appear.

**DIRECT RECRUITMENT EXAMINATION
ASSISTANT ENGINEER & JUNIOR ENGINEER**

MODE OF SELECTION

I. SCREENING TEST: The purpose of **Screening Test** is purely for screening candidates based on prescribed minimum essential qualification to appear in the written examination and shall have no weightage.

II. WRITTEN EXAMINATION: The written examination will consist of **Two Objective Type Papers**, as follows:-

Part	Subject	Maximum Marks	Minimum Qualifying Marks	Duration	Compensatory time*
Paper I	General English	50	15	45 minutes	15 minutes
Paper-II (Candidates will opt for any one part from Part-A and Part-B)					
Part-A	Civil Engineering	150	45	2 hours	40 minutes
Part-B	Electrical Engineering	150	45	2 hours	40 minutes

* *PWD candidates availing scribe/reader/lab assistant*

SYLLABUS:

Paper-I, General English: Questions in this component will be designed to test the Candidate's understanding and knowledge of English Language like Error recognition, Fill in the blanks (using verbs, preposition, articles etc.), One word substitution, Improvement of Sentences, Vocabulary, Spellings, Grammar, Sentence Structure, Synonyms, Antonyms, Sentence Completion, Phrases and Idiomatic use of words, Comprehension of Passages, as may be expected of a well-educated person who has not made a special study of the subject.

Paper-II(Candidates will opt for any one part from Part-A and Part-B)

PART-A: CIVIL ENGINEERING

a) Theory of Structures: Principles of super-position; reciprocal theorem, unsymmetrical bending. Determinate and indeterminate Structure; simple and space frames; degrees of freedom; virtual work; energy theorem; deflection of trusses; redundant frames, three-moment equation; slope deflection and moment distribution methods; column analogy; Energy methods; approximate and numerical methods. Moving loads, shearing force and Bending moment diagrams; influence lines for simple and continuous beams. Analysis of determinate and indeterminate arches, matrix methods of analysis, stiffness and flexibility matrices.

b) R.C. Design: Design of slabs, simple and continuous beams, columns, footing-single and combined, raft foundations, elevated water tanks, encased beams and column, ultimate load design. Methods and systems of prestressing; anchorages, losses in prestress.

c) Steel Design: Factors of safety and load factor; Design of tension; compression and flexural members; built up beams and plate girders, semi-rigid and rigid connections, Design of stanchions, slab and gusseted bases; cranes and gantry girder; roof trusses; industrial and multi storeyed buildings. Plastic design of frames and portals.

d) Fluid Mechanics: Dynamics of fluid flow-equations of continuity; energy and momentum.

Bernoulli's theorem; circulation, velocity potential and stream function; rotational and irrotational flow, free and forced vortices; flow net, dimensional analysis and its application to practical problems. Viscous flow-flow between Static and moving parallel plates, flow through circular tubes; film lubrication. Velocity distribution in laminar and turbulent flow, boundary layer, Incompressible flow through pipes, laminar and turbulent flow, critical velocity, Stimpson and Moody's diagram. Hydraulic and energy grade lines; siphons; pipe network. Forces on pipe bends. compressible flow-Adiabatic and isentropic flow, subsonic and supersonic velocity; mach number, shock wave, Water hammer, surge Tanks.

e) Hydraulic Engineering: Open channel flow-Uniform and non-uniform flow, best hydraulic cross section. Specific energy and critical depth, gradually varied flow; classification of surface profiles; control sections; standing wave flume; Surges and waves. Hydraulic jump.

Design of canals- Unlined channels in alluvium; the critical tractive stress, principles of sediment transport regime theories, lined channels; hydraulic design and cost analysis; drainage behind lining.

Canal structures- Designs of regulation work; cross drainage and communication works, cross regulators, head regulator, canal falls, aqueducts, metering flumes etc., Canal outlets.

Diversion Headworks- Principles of design of different part on impermeable and permeable foundations; Khosla's theory; Energy dissipation; sediment exclusion.

Dams- Design of rigid dams; earth dams; Forces acting on dams: stability analysis. Design of spillways. Wells and Tube Wells.

f) Soil Mechanics and Foundation Engineering: Soil Mechanics- Origin and Classification of soils; Atterberg limits. Void ratio: moisture contents permeability, laboratory and field tests, seepage and flow nets, flow under hydraulic structures. Unconfined and direct shear tests; triaxial test; shear pressure theories, stability of slopes; Theories of soil consolidation; rate of settlement. Total and effective stress analysis, pressure distribution in soils; Boussinesq and Westergaard theories. Soil exploration. Foundation Engineering; Bearing capacity of footings; piles and walls; design of retaining walls; sheet piles and caissons. Principles of design of block foundation for machines.

g) Building construction: Building materials and constructions- timber, stone, brick, sand, surkhi, mortar, concrete, paints and varnishes, plastics, etc, Detailing of walls, floors, roofs, ceilings, staircases, doors and windows. Finishing of building, plastering, pointing, painting etc. Use of building codes. Ventilation, air conditioning, lighting and acoustics. Building estimates and specifications. Construction scheduling: PERT and CPM methods.

h) Water Resources Engineering: Hydrology- Hydrologic cycle; precipitation; evaporation-transpiration and infiltration hydrographs, unit hydrograph; Flood estimations and frequency. Planning for water Resources- Ground and Surface water resources; surface flows.

Single and multipurpose projects storage capacity, reservoir losses, reservoir silting, flood routing. Benefit cost ratio. General principles of optimization.

i) Sanitation and Water Supply: Sanitation-Site and orientation of buildings; ventilation and damp proof course; house drainage; conservancy and waterborne system of waste disposal, sanitary appliances, latrines and urinals.

j) Environmental Engineering: Elementary principles of Ecology and Ecosystems and their interaction with environment. Engineering activity and Environmental pollution. Environment and its effects on human health and activity. Air Environment: Major pollutants and their adverse effects, types of air cleaning devices. Water quality: Parameters, adverse effects, monitoring salt purification of streams. Solid Wastes: Collection systems and disposal methods, their selection and operation. Typical features of Water distribution systems: Demand, available need, network analysis, storage, corrosion.

k) Typical features of Sewerage systems: Permissible velocities, partial flow in circular sewers, non-circular sections, corrosion in sewers, construction and maintenance, sewer appurtenances, Dumping of sewage, Plumbing: Standards & systems. Environmental Management.

PART-B: ELECTRICAL ENGINEERING

a) Networks & Systems: Transient and steady state analysis of systems, state space analysis of networks, operational methods in networks and systems, Laplace, Fourier and Z transforms for continuous and discrete system, Frequency response of continuous and discrete systems, response characteristics and stability, R-L & R.C. network synthesis.

b) E.M. Theory: Analysis of electrostatic and magnetostatic fields. Laplace, Poisson and Maxwell's equations, solution of boundary value problems, electromagnetic wave propagation, ground and space waves, Propagation between Earth station and satellites, Field Concepts of Circuits.

c) Control Systems: Mathematical modelling of dynamic, linear, continuous and digital control systems, Block diagrams and signal flow graphs, state space modelling and stability, Error evaluation, Error series compensation, Lyapunov methods for stability.

d) Elements of Electronics: P-N junction diode, Zener Diode, junction triode transistors and their parameters, current, voltage gain and input-output impedance, biasing techniques, common base emitter amplifiers, feedback oscillator, Colpitt oscillator and Hartley oscillator, Wave shaping circuits and time base generators, analysis of multivibrators, digital circuits.

e) Power System Analysis and Design: Line parameters and calculations, Performance of Transmission lines, voltage distribution over an insulator string, string efficiency improvement, sag and tension calculations, conductor vibrations, Disruptive and visual Critical Voltage, Corona loss, Interference between Power and Communication Line.

Parameters of single and three core belted cables, Bus admittance matrix, Load flow equations and methods of solutions, Fast-decoupled load flow, Balance and Unbalanced Faults and analysis, Digital techniques in Fault Calculations.

Power system transients and Travelling Waves, Power system stability, EHV Transmission, HVDC transmission, general design considerations for distribution systems, Design of transmission lines.

f) Elements of Electrical Machines: Generation of E.m.f., m.m.f. and torque in rotating machines, motor and generator characteristics of d-c, synchronous and Induction Machine, equivalent circuits, commutation and armature reaction considerations, Parallel operation, Phasor and equivalent circuit of power transformer, determination of performance and efficiency, auto-transformers, 3-phase transformers.

g) Utilisation and Drives: Electrical motors for various drives and estimates of their rating, starting, braking and reversing operations of motors, speed control of d-c and induction motors, static power controllers and Electronic circuits for speed control, Inverters and converters, characteristics of Traction motors, Dielectric and Induction Heating.

h) Measurements: Basic methods of measurement, standards, error analysis, indicating and recording instruments, measurement of voltage, current, power, resistance, inductance, capacitance, power factor, frequency and flux, Instrumentation system for pressure and temperature measurements.

i) Industrial Electronics: Principles and design of single phase and polyphase rectifiers. Smoothing and Filters regulated power supplies, speed control circuits for drivers, inverters, d-c to d-c conversion, choppers, times and welding circuits.

j) Digital Electronics: Small Signal Transistor analysis, Steady State and Transient switching characteristics of semiconductor devices, clipping, clamping and switching circuits, Multi vibrators, Boolean algebra, logic gates, I.C. building blocks and modules, combinational and sequential digital circuits, semiconductor memories.

k) Electrical and special Machines: Rotating magnetic field, Poly phase motor, Torque slip Characteristics, Equivalent Circuit and determination of its parameters. Starters, speed control, Induction generator Theory and phasor diagrams, characteristics and application of single phase motors, repulsion motor, series motor, E.m.f. equation and phasor diagram for synchronous machines operation on an infinite Bus, synchronising power, Sudden short circuit and analysis of oscillogram to determine machine reactances and time constants, synchronous Induction motor. Amplidyne and metadyne operating characteristics and their applications, principles and operation of servo motors.

l) Power system protection: Switch gear methods of Arc Extinction, Restriking and recovery voltage, testing of circuit breakers, Protective relays, protective schemes for power system equipment, C.T. and P.T. surges in transmission lines and protection.

m) Analog and Digital computation: Analysis of op-amplifier, R.C. circuits, use as differentiator and Integrator, simulation of dynamic and algebraic equations, simulation of control systems, Basis of Digital computation, flow charting, numerical analysis for interpolation, curve fitting, area, algebraic linear and nonlinear equations, solution of differential equations through Euler and Runge-Kutta Methods. Writing simple programmes for series in AP, CP, HP and combination, quadratic equation roots, Programmes for matrix addition, multiplication and determinants, curve fitting, interpolation, area, linear and nonlinear equation, differential equations of first and second order.

III. RESOLUTION OF TIE CASES: Tie cases will be resolved by applying one after another, as applicable till the tie is resolved, as follows:-

- (i) Total marks in the Competitive Written Examination.
- (ii) Date of Birth, with older candidate placed higher.
- (iii) Alphabetical order in which the names of the candidate appear.

Note:-

1. At any stage of the selection process, the University may specify cut-off qualifying marks higher than the minimum qualifying marks based on the number of vacant posts and the number of candidates qualified as per the minimum standard.
2. The minimum qualifying marks is relaxable at the discretion of the University, if at any stage of the selection process; the University is of the opinion that sufficient number of candidates are not likely to be available to fill up the vacant posts.
3. Level of difficulty of questions shall vary from post to post depending upon the level/nature of post.

**DIRECT RECRUITMENT
HINDI TRANSLATOR & HINDI TYPIST**

I. SCREENING TEST: The purpose of **Screening Test** is purely for screening candidates based on prescribed minimum essential qualification to appear in the written examination and shall have no weightage.

II. WRITTEN EXAMINATION: The written examination will consist of **Two Papers**, as follows:-

Paper	Subject	Maximum Marks	Minimum Qualifying Marks	Overall Qualifying Marks	Duration	Compensatory time*
Paper-I	General Awareness (Objective Type)	50	15	52	2 hours 30 minutes	50 minutes
Part-II	English Language (Objective Type)	50	15			
Part-III	Translation & Essay	50	15			

* PWD candidates availing scribe/reader/lab assistant

SYLLABUS:

Part-I, General Awareness: Questions are designed to test the candidate's general awareness of the environment around him and its application to society. Questions are also designed to test knowledge of current events and of such matters of everyday observations and experience in their scientific aspect as may be expected of an educated person. The test will also include questions relating to Central University of Karnataka, Karnataka, North-Eastern States, India and other countries especially pertaining to History, Culture, Geography, Economic Scene, General Polity and scientific research.

Paper-II, General English: Questions in this component will be designed to test the Candidate's understanding and knowledge of English Language like Error recognition, Fill in the blanks (using verbs, preposition, articles etc.), One word substitution, Improvement of Sentences, Vocabulary, Spellings, Grammar, Sentence Structure, Synonyms, Antonyms, Sentence Completion, Phrases and Idiomatic use of words, Comprehension of Passages.

Paper-III, Translation and Essay (Only for Hindi Translator): This paper will contain passages for translation- passages for translation from Hindi to English and for translation from English to Hindi and an Essay in Hindi and English which will test the candidates' translation skills and their ability to write the two languages correctly, precisely and effectively.

B. Hindi Typing Test (Only for Hindi Typist)

Hindi Typing Test is of **qualifying nature** and will be conducted for those candidates who secure at least the minimum qualifying marks in the Competitive Written Examination.

Typing Test: The Typing Test will be of 50 Marks and will be conducted in *Hindi* to be administered on the Computer. The speed requirement is 30 w.p.m. The speed will be adjudged on the accuracy of typing on the Computer of a given text passage in 10 minutes. Visually Handicapped candidates (with 40% disability and above) will be allowed 30 minutes. Passage Dictators will be provided to each of VH candidates for the Typewriting test. The Passage Dictators will read out the passage to the VH candidates within the allotted time period.

Subject/Test	Minimum word Per minute	Duration of test	Max. permissible error
Hindi Typing Test	30	10 minutes	10%

III. Selection: Merit list will be prepared only from the list of candidates who will qualify the Hindi Typing Test based on the marks obtained in the competitive written examination.

IV. RESOLUTION OF TIE CASES: Tie cases will be resolved by applying one after another, as applicable till the tie is resolved, as follows:-

- (i) Total marks in the Competitive Written Examination and Hindi Typing Test put together.
- (ii) Date of Birth, with older candidate placed higher.
- (iii) Alphabetical order in which the names of the candidate appear.

Note:-

1. At any stage of the selection process, the University may specify cut-off qualifying marks higher than the minimum qualifying marks based on the number of vacant posts and the number of candidates qualified as per the minimum standard.
2. The minimum qualifying marks is relaxable at the discretion of the University, if at any stage of the selection process; the University is of the opinion that sufficient number of candidates are not likely to be available to fill up the vacant posts.
3. Level of difficulty of questions shall vary from post to post depending upon the level/nature of post.

**DIRECT RECRUITMENT
SENIOR TECHNICAL ASSISTANT (COMPUTER),
TECHNICAL ASSISTANT (COMPUTER)**

I. SCREENING TEST: The purpose of **Screening Test** is purely for screening candidates based on prescribed minimum essential qualification to appear in the written examination and shall have no weightage.

II. WRITTEN EXAMINATION: The written examination will consist of **Three Objective Type Papers**, as follows:-

Paper	Subject	Maximum Marks	Minimum Qualifying Marks	Overall Qualifying Marks	Duration	Compensatory time*
Paper-I	General Awareness	50	15	70	2 hours 30 minutes	50 minutes
Paper-I	Numerical Aptitude & Reasoning	50	15			
Part-III	Computer/IT Proficiency	100	35			

* PWD candidates availing scribe/reader/lab assistant

SYLLABUS:

Part-I, General Awareness: Questions are designed to test the candidate's general awareness of the environment around him and its application to society. Questions are also designed to test knowledge of current events and of such matters of everyday observations and experience in their scientific aspect as may be expected of an educated person. The test will also include questions relating to Central University of Karnataka, Karnataka, North-Eastern States, India and other countries especially pertaining to History, Culture, Geography, Economic Scene, General Polity and scientific research.

Paper-II, Numerical Aptitude & Reasoning: The questions will be designed to test the ability of appropriate use of numbers and number sense of the candidate. The scope of the test will be the computation of whole numbers, decimals and fractions and relationships between numbers. It will test sense of order among numbers, ability to translate form one name to another, sense or order of magnitude, estimation or prediction of the outcome of computation, selection of an appropriate operation for the solution of real life problems and knowledge of alternative computation procedures to find answers. The questions would also be based on arithmetical concepts and relationship between numbers and not on complicated arithmetical computation.

On general reasoning, the candidates will be tested on reasoning and analytical abilities.



Paper-III, Computer/IT Proficiency: Computer Fundamentals: Generations, H/W, S/W, Number Systems and their base conversions, sign-magnitude, 1's complement, 2's complement and floating point representation of numbers. ASCII, EBCDIC and Unicode, BCD Codes.

Digital Logic: Boolean algebra, simplification of Boolean functions, logic gates, combinational and sequential circuits, memory system, I/O devices.

Data Base Systems: Concepts of databases, DBMS, normalization, MS-SQL,

Operating System: Concepts, different types, functions, Windows OS, MS-Office, Word, Excel, PowerPoint, Outlook Software Engg. (SDLC) with thorough knowledge of s/w testing.

Computer Network: Basic concepts topology types, Data Communications, N/W Security, Online Transaction Security, OSI Model devices and Protocols, Transmission.

Programming: Problem solving on a computer, algorithm, flowchart, decision tables, programming in C Language and C++ Language. Encoding signals.

III. RESOLUTION OF TIE CASES: Tie cases will be resolved by applying one after another, as applicable till the tie is resolved, as follows:-

- (iv) Total marks in the Competitive Written Examination and Hindi Typing Test put together.
- (v) Date of Birth, with older candidate placed higher.
- (vi) Alphabetical order in which the names of the candidate appear.

Note:-

1. At any stage of the selection process, the University may specify cut-off qualifying marks higher than the minimum qualifying marks based on the number of vacant posts and the number of candidates qualified as per the minimum standard.
2. The minimum qualifying marks is relaxable at the discretion of the University, if at any stage of the selection process; the University is of the opinion that sufficient number of candidates are not likely to be available to fill up the vacant posts.

DIRECT RECRUITMENT
SENIOR TECHNICAL ASSISTANT (LABORATORY),
TECHNICAL ASSISTANT (LABORATORY) & LABORATORY ASSISTANT

I. SCREENING TEST: The purpose of **Screening Test** is purely for screening candidates based on prescribed minimum essential qualification to appear in the written examination and shall have no weightage.

II. WRITTEN EXAMINATION: The written examination will consist of **Three Objective Type Papers**, as follows:-

Paper	Subject	Maximum Marks	Minimum Qualifying Marks	Overall Qualifying Marks	Duration	Compensatory time*
Paper-I	General Awareness	50	15	70/52**	2:30 hours / 30** Minutes	50/30** minutes
Paper-I	Numerical Aptitude & Reasoning	50	15			
Part-III	Technical Paper	100/50**	35			

* PWD candidates availing scribe/reader/lab assistant

** For Library Assistant, total marks for Technical paper will be of 50 and overall qualifying marks will also be reduced proportionately to 52.

SYLLABUS:

Part-I, General Awareness: Questions are designed to test the candidate's general awareness of the environment around him and its application to society. Questions are also designed to test knowledge of current events and of such matters of everyday observations and experience in their scientific aspect as may be expected of an educated person. The test will also include questions relating to Central University of Karnataka, Karnataka, North-Eastern States, India and other countries especially pertaining to History, Culture, Geography, Economic Scene, General Polity and scientific research.

Paper-II, Numerical Aptitude & Reasoning: The questions will be designed to test the ability of appropriate use of numbers and number sense of the candidate. The scope of the test will be the computation of whole numbers, decimals and fractions and relationships between numbers. It will test sense of order among numbers, ability to translate form one name to another, sense or order of magnitude, estimation or prediction of the outcome of computation, selection of an appropriate operation for the solution of real life problems and knowledge of alternative computation procedures to find answers. The questions would also be based on arithmetical concepts and relationship between numbers and not on

complicated arithmetical computation (Standard of the questions will be of 10+2 level) On general reasoning, the candidates will be tested on reasoning and analytical abilities.

Paper-III, Technical Paper: Question on this paper will be designed to test the knowledge of the candidates of the concerned subject. Syllabus of this paper will be drafted based on the availability of the posts for various Departments by the committee consisting of the following members.

1. Registrar/Dean of the concerned School of Study.
2. HoD/In-Charge of the Concerned Department/Section.
3. One member to be nominated by the Vice-Chancellor.

III. RESOLUTION OF TIE CASES: Tie cases will be resolved by applying one after another, as applicable till the tie is resolved, as follows:-

- (vii) Total marks in the Competitive Written Examination and Hindi Typing Test put together.
- (viii) Date of Birth, with older candidate placed higher.
- (ix) Alphabetical order in which the names of the candidate appear.

Note:-

1. At any stage of the selection process, the University may specify cut-off qualifying marks higher than the minimum qualifying marks based on the number of vacant posts and the number of candidates qualified as per the minimum standard.
2. The minimum qualifying marks is relaxable at the discretion of the University, if at any stage of the selection process; the University is of the opinion that sufficient number of candidates are not likely to be available to fill up the vacant posts.
3. Level of difficulty/type of questions shall vary from post to post depending upon the level/nature of post.



APPENDIX XIII

DIRECT RECRUITMENT ESTATE OFFICER

