

ALIGARH MUSLIM UNIVERSITY
ALIGARH (UP)
Advertisement No. 2/2019/PWD/NT
Dated: 08.07.2019

SPECIAL RECRUITMENT DRIVE FOR PERSONS WITH DISABILITIES

Applications on the prescribed form are invited for the following **Non-Teaching Post/University School Teachers** for Persons with Disabilities in order to implement the 4% reservation for recruitment by **08.08.2019**.

The number and nature of the posts may vary at the time of Interview and Communicative/Interactive Skills. Higher initial start may be given to the candidates possessing exceptional qualifications and experience. It is not obligatory on the part of the University to call for Interview and Communicative/Interactive Skills as the case may be to every candidate who possesses the essential qualifications and no representation in this regard will be entertained from any candidate.

GROUP 'A'

1. Assistant Librarian, Women's College (HH-01)

Pay Level-AL-10 (Pay Range: ₹ 57700 - 182400) Plus Allowances

QUALIFICATIONS - ESSENTIAL:

1. A Master's Degree in Library Science, Information Science or Documentation Science or an equivalent professional degree, with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).
2. A consistently good academic record, with knowledge of computerization of a library.
3. Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph.D. degree in accordance with the University Grants Commission (Minimum standards and Procedure for award of M.Phil/Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be:
Provided that the, candidates registered for the Ph.D degree prior to July 11, 2009, shall be governed by provisions of the then existing Ordinances/Bye-laws/Regulations of the Institution awarding the degree, and such Ph.D. candidates shall be exempted from the recruitment of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in University Subject to the fulfillment of the following conditions:-
 - a) The Ph.D degree of the candidate has been awarded in the regular mode;
 - b) The Ph.D. thesis has been evaluated by at least two external examiners;
 - c) Open Ph.D. viva voce of the candidate has been conducted;
 - d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
 - e) The candidate has presented at least two papers based on his/her Ph.D. work in conferences/seminars sponsored/funded/supported by the UGC/ICSSR/CSIR or any similar agency.

NOTE:

- (i) The fulfillment of these conditions is to be certified by the Controller of Examinations/Registrar of the University.
- (ii) NET/SLET/SET shall also not be required for candidates in such Master's Programmes for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.

NOTE:

1. A relaxation of 5% shall be allowed at the Bachelor's as well as at the Master's level for the candidates belonging to Scheduled Caste/Scheduled Tribe/Other Backward Classes (OBC)(Non-creamy Layer)/Differently-abled ((a) Blindness and low vision; (b) Deaf and Hard of Hearing; (c) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid-attack victims and muscular dystrophy; (d) Autism, intellectual disability, specific learning disability and mental illness; (e) Multiple disabilities from amongst persons under (a) to (d) including deaf-blindness) for the purpose of eligibility and assessing good academic record for direct recruitment. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever the grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based only on the qualifying marks without including any grace mark procedure.
2. A relaxation of 5% shall be provided, (from 55% to 50% of the marks) to the Ph.D. Degree holders who have obtained their Master's Degree prior to 19 September, 1991.

GROUP 'B'

2. **PGT (Hindi), Ahmadi School for the Visually Challenged (OH-01)**
3. **PGT (Sunni Theology), AMU City School (VH-01)**
4. **PGT (Persian), AMU Girls School (e-01)**
5. **PGT (English), AMU Girls School (VH-01)**
6. **PGT (English), STS School (OH-01)**
7. **PGT (Sociology), Senior Secondary School (Girls) (OH-01)**
8. **PGT (Chemistry), Saiyyid Hamid Senior Secondary School (Boys) (e-01)**
9. **PGT (Mathematics), Saiyyid Hamid Senior Secondary School (Boys) (VH-01)**

Pay Level-8 (Pay Range: ₹ 47600 - 151100) Plus Allowances

AGE LIMIT: 40 years. No age bar in the case of employees of AMU Schools. Age relaxation as applicable under the Govt. of India rules.

QUALIFICATIONS – ESSENTIAL:

1. Two years integrated Post Graduate M.Sc. Course of Regional College of Education of NCERT in the concerned subject.

OR

Master Degree from a recognized University with at least 50% marks in aggregate in the following subjects:

- (a) PGT (Hindi): Hindi or Sanskrit with Hindi as one of the subjects at Graduate level
- (b) PGT (Sunni Theology): Sunni Theology
- (c) PGT (Persian): Persian.
- (d) PGT (English): English/English Language Teaching (ELT).
- (e) PGT (Sociology): Sociology.
- (f) PGT (Chemistry): Chemistry/Bio-Chemistry.
- (g) PGT (Mathematics): Mathematics/Applied Mathematics

2. B.Ed. or equivalent degree from recognized University.

OR

A permanent teacher working in any AMU managed school not having B.Ed. or equivalent degree from recognized University may be considered for the post. Such a candidate, if selected, has to complete B.Ed. degree within 3 years from the date of selection/joining.

3. Proficiency in teaching in English, Hindi and Urdu medium.

NOTE: Candidates having special B.Ed. are not eligible for the post.

DESIRABLE:

1. Working knowledge of Computer Application.
2. Knowledge of Braille in case of Ahmadi School for Visually Challenged.

10. TGT (Science), AMU ABK High School (Girls) (e-01)

11. TGT (Life Science), AMU City Girls High School (e-01)

12. TGT (Chemistry), STS School (e-01)

13. TGT (Urdu), AMU City School (OH-01)

Pay Level-7 (Pay Range: ₹ 44900 - 142400) Plus Allowances

AGE LIMIT: 35 years. No upper age bar in the case of employees of AMU Schools. Age relaxation as applicable under the Govt. of India rules.

QUALIFICATIONS – ESSENTIAL:

1. Four years' integrated degree course of Regional College of Education of NCERT in the concerned subject with at least 50% marks in aggregate.

OR

Bachelor's Degree with at least 50% marks in the concerned subject or combination of subjects and in aggregate. The elective subjects and languages in the combination of subjects are as follows:

- (a) TGT (Science): Physics, Botany, Zoology and Chemistry.
- (b) TGT (Life Science): Designated as TGT Science.
- (c) TGT (Chemistry): Designated as TGT Science.
- (d) TGT (Urdu): Urdu as a subject in all the three years.

2. Pass in the Central Teacher Eligibility Test (CTET), conducted by CBSE in accordance with the guidelines framed by the NCTE for the purpose.

OR

Teacher Eligibility Test conducted by various states such as UPTET.

OR

B.Ed. degree or equivalent from a recognized University.

3. Proficiency in teaching in English, Hindi and Urdu languages

DESIRABLE: Working knowledge of Computer Application

14. Primary Teacher, Abdullah School (VH-01)

15. Primary Teacher, AMU ABK High School (Girls) (VH-01)

Pay Level-6 (Pay Range: ₹ 35400 - 112400) Plus Allowances

AGE LIMIT: Upper age limit 30 years and no age bar in the case of working employees of the University Schools. Age relaxation as applicable under the Government of India rules.

QUALIFICATIONS – ESSENTIAL:

1. Senior Secondary School Certificate with 50% marks or Intermediate with 50% marks or its equivalent.
2. Pass in the Central Teacher Eligibility (CTET) conducted by the CBSE in accordance with the Guidelines framed by the NCTE for the purpose.

OR

Teacher Eligibility Test conducted by various States such as UPTET.

OR

B.Ed. or BTC or equivalent degree from the recognized University.

3. Competence to teach through Hindi, Urdu and English media.

DESIRABLE: Knowledge of Computer Applications.

16. Assistant (Admin), AMU Centre at Malappuram (HH-01)

17. Assistant (Admin), Proctor's Office (d-01)

Pay Level-6 (Pay Range: ₹ 35400 - 112400) Plus Allowances

QUALIFICATIONS – ESSENTIAL:

1. Bachelor's degree from recognized University.
2. Three years experience in the capacity of UDC (Administration) or equivalent in a University/Academic Institution/Central Govt./State Govt./Government undertaking.
3. Knowledge of Computer specially MS OFFICE.

18. Senior Technical Assistant, Department of Pharmacology, JNMC (OH-01)

Pay Level-6 (Pay Range: ₹ 35400 - 112400) Plus Allowances

QUALIFICATIONS - ESSENTIAL:

1. B.Sc. with Chemistry/Industrial Chemistry / Pharmacy / Bio-Chemistry / Bio-Technology / Micro-Biology as one of the subjects.
2. Diploma in Medical Laboratory Technology.
3. Three Years' experience in Pharmacology in a Medical College after obtaining Degree.

GROUP 'C'

19. Technical Assistant (Stores), Department of Geology (VH-01)

Pay Level-5 (Pay Range: ₹ 29200 - 92300) Plus Allowances

QUALIFICATIONS – ESSENTIAL:

1. B.A./B.Sc./B.Com.
2. Two years experience of Store Keeping and Maintenance of Stock Registrar.

DESIRABLE: Basic knowledge of Computer both Hardware and Software.

20. Technical Assistant, Institute of Ophthalmology (OH-01)

Pay Level-5 (Pay Range: ₹ 29200 - 92300) Plus Allowances

QUALIFICATIONS – ESSENTIAL:

1. B.Sc.
2. Diploma in Medical Lab Technology in the concerned discipline.
3. One year experience as SLA or equivalent.

OR

1. Bachelor of Medical Lab Technology.
2. Two years experience as SLA or equivalent.

OR

1. SSSC/Intermediate Science.
2. Diploma of Medical Lab Technology.
3. Four years experience as SLA or equivalent.

21. Technical Assistant, J.N. Medical College Hospital (HH-01)

Pay Level-5 (Pay Range: ₹ 29200 - 92300) Plus Allowances

QUALIFICATIONS – ESSENTIAL:

1. Bachelor's degree in relevant field from recognized Institution.
2. Two years experience in relevant field.

OR

Diploma in Engg. with three years experience.

DESIRABLE: Computer knowledge

22. UDC (Admin), Examination Section, Controller Office (HH-01)

Pay Level-4 (Pay Range: ₹ 25500 - 81100) Plus Allowances

QUALIFICATIONS – ESSENTIAL:

1. Bachelor's degree from recognized University.
2. Two years' experience as Lower Division Clerk or equivalent in a University/Academic Institution/Central Government/State Government/Government undertaking.
3. Knowledge of Computer specially MS Office.

OR

1. Senior Secondary/Intermediate/Higher Secondary or equivalent.
2. Five years' experience as Lower Division Clerk or equivalent in a University/Academic Institution/Central Government/State Government/Government undertaking.
3. Knowledge of Computer specially Microsoft Office.

23. Sub Station Operator, Supply Service Section, Department of Electricity (VH-01)

Pay Level-3 (Pay Range: ₹ 21700 - 69100) Plus Allowances

QUALIFICATIONS – ESSENTIAL:

1. High School
2. Certificate from ITI in Electrician Trade.

OR

Wireman's License with six years' experience in maintenance & construction of electrical installations.

OR

Secondary School Certificate/High-School (Science) with three years' experience in maintenance and construction of electrical installations.

- 24. LDC (Admin), Ardee State, Ranikhet (VH-01)**
25. LDC (Admin), Dean Office, Faculty of Medicine (VH-01)
26. LDC (Admin), Dr. Ziauddin Ahmad Dental College (OH-01)
Pay Level-2 (Pay Range: ₹ 19900 - 63200) Plus Allowances

QUALIFICATIONS – ESSENTIAL:

1. 12th Class or equivalent qualification from a recognized Board or University.
 2. A Typing Speed of 30 wpm in English or 25 wpm in Hindi on Manual Typewriter. Knowledge of Computer specially MS Office.
- OR
2. A Typing Speed of 35 wpm in English or 30 wpm in Hindi on Computer (35 wpm and 30 wpm correspond to 10500 KDPH/9000 KDPH on an average of 5 Key depression for each word).
- Knowledge of Computer specially MS Office.

AGE LIMIT:18-27 years:

1. Relaxable for government servants upto 40 years in accordance with the instructions, or orders issued by the Central Government.
2. Relaxable for working candidates in AMU.

- 27. MTS (Security Guard), Department of Botany (OH-01)**
28. MTS (Library Attendant), Dean Office, Faculty of Theology (HH-01)
29. MTS (Office Attendant), Department of Electricity (Works & Maintenance) (OH-01)
30. MTS (Watch & Ward Attendant), Proctor's Office (d-01)
31. MTS (Ward Assistant), J.N. Medical College Hospital (VH-01)
32. MTS (Lab Attendant), Modern Trauma Centre, JNMCH (HH-01)
33. MTS (OT Attendant), Modern Trauma Centre, JNMCH (VH-02)
34. MTS (Ward Sahayak), Modern Trauma Centre, JNMCH (HH-01)
35. MTS (Ward Sahayak), Modern Trauma Centre, JNMCH (OH-01)
36. MTS (Office Attendant), Department of Philosophy (VH-01)
37. MTS (Security Guard), Proctor's Office (d-01)
38. MTS (Office Attendant), Selection Committee-NT Section, Registrar's Office (VH-01)
39. MTS (Lab Attendant), Department of Statistics & Operation Research (OH-01)
40. MTS (Lab Attendant), University Polytechnic (e-01)
41. MTS (Gateman), Department of Mechanical Engineering (Workshop), ZHCET (VH-01)
42. MTS (Safaiwala), Department of Anatomy, JNMC (VH-01)
43. MTS (Safaiwala), J.N. Medical College Hospital (HH-01)
44. MTS (Watch & Ward Attendant), J.N. Medical College Hospital (VH-01)
Pay Level-1 (Pay Range: ₹ 18000 - 56900) Plus Allowances

QUALIFICATIONS – ESSENTIAL: High School.

The Employment Form to the above posts may be downloaded from the following website:

www.amuregistrar.com

OR

<https://www.amu.ac.in/registrarsection.jsp?did=10259&lid=Application%20Forms>

IMPORTANT INSTRUCTIONS:

1. Persons downloading the Form from the Internet are required to submit the duly filled employment form along with necessary supporting documents, complete in all respect. Complete application form procured in the above manner may either be delivered personally at the Reception Counter of Administrative Block or sent by post, superscribing on the top at the left side of the cover, the post applied for, advertisement number and date, to the Joint Registrar (Non-Teaching), Selection Committee, Aligarh Muslim University, Aligarh – 202 002, so as to reach him by **08.08.2019**.
2. **Persons enclosing an authentic disability certificate with the application form in support of their Claim of Disability are exempted from payment of prescribed application Fee.**
3. **Applications received late or without necessary supporting documents, Degree/ Certificates/Mark Sheets and experience certificate not attested by the Head of the Department/Institution/Gazetted Officer/self-attestation shall be rejected summarily. The claim of the disability shall be examined by the Medical Board of the University for accessing variation in the disability before issuing appointment letter if selected.**
4. Relevant grade which is regarded as equivalent of 55% where the grading system is followed by recognized University shall also be considered eligible.
5. The eligibility of candidates will be determined as on the last date of submission of employment forms
6. Age relaxation or any other concession shall be provide as per government of India rule in the recruitment of persons with disability.
7. **All Applicant shall ensure their eligibility to the post applied for, specifically only the category in which he/she possess the Disability Certificate, otherwise the Application Form shall be rejected summarily.**
8. The persons who are suffering from not less than 40% of relevant disability shall alone be eligible for the benefit of reservation for which they will have to submit a Disability Certificate issued by the Competent Authority on the prescribed Format (Annexure-I), available on the website: www.amuregistrar.com OR <https://www.amu.ac.in/registrarsection.jsp?did=10259&lid=Application%20Forms>

Abbreviation used against each post:

VH Visually Handicapped
HH Hearing Handicapped
OH Orthopedically Handicapped

9. Categories of Disabilities:
 - (a) Blindness and low vision;
 - (b) Deaf and hard of hearing;
 - (c) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
 - (d) Autism, intellectual disability, specific learning disability and mental illness;
 - (e) Multiple disabilities from amongst persons under clauses (a) to (d) including deaf

10. **For the above posts, the following shall be applicable:**

- (i) Wherever the word '**equivalent**' in the qualification/experience has been mentioned, it means '**equal in terms of pay scale, grade pay and nature of work performed in that particular designation**' and it should be certified by authorized signatory of the department on official stationary with stamp in clear term or expression.
- (ii) Wherever the word '**University**' and/or '**academic institution**' in the qualifications/experience have been mentioned, it means in the institutions funded by the State or Central Government.

sd/-

(Abdul Hamid, IPS)
Registrar

