

1	Name of the Post	Registrar
2	No. of posts	01 (UR)
3	Classification	Group 'A'
4	Pay Level	Level – 14 (as per 7 th CPC Pay Matrix)
5	Method of Recruitment	Direct Recruitment/ deputation for a term of five (05) years or till attaining the age of superannuation i.e. 62 years whichever is earlier.
6	Age limit for Direct Recruitment	Preferably below 57 years
7	Educational and other qualification required	<p>Essential:</p> <ol style="list-style-type: none"> 1. Master's degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed. 2. At least 15 years of experience as Assistant Professor in the Academic Level 11 and above or with 08 years of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration. <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 shall be as Deputy Registrar or an equivalent post.</p>

1	Name of the Post	Deputy Registrar
2	No. of posts	02 (UR)
3	Classification	Group 'A'
4	Pay Level	Level – 12 (as per 7 th CPC Pay Matrix)
5	Age limit for Direct Recruitment	50 Years
6	Educational and other qualification required for direct recruitment	<p>Essential:</p> <ol style="list-style-type: none"> 1. Master's degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed. 2. Nine years' of experience as Assistant Professor in the Academic Level 10 and above with experience in educational administration, <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>Five years' of administrative experience as Assistant Registrar or in an equivalent post.</p> <p>Desirable :</p> <ol style="list-style-type: none"> 1. Relevant experience in the area of Establishment/ Examinations/Finance.