

Diamond Harbour Women's University
Sarisha, Diamond Harbour Road, South 24 Parganas,
Pin: 743368, Ph. No. : 03174-245801

Employment Notification No.: DHWU/13/T/2019

Date: 5th March, 2019

The Diamond Harbour Women's University invites applications in prescribed form for the post of **Professor** (PB Rs 37,400 - 67,000 plus AGP Rs. 10,000), **Associate Professor** (PB Rs. 37,400 - 67,000 plus AGP Rs. 9000) and **Assistant Professor** (PB Rs. 15,600 - 39,100 plus AGP Rs. 6,000) in respect of Academic Departments of the University as per list given below.

SC, ST, OBC(A), OBC(B) and PWD against any post will mean reservation of post for Scheduled Caste, Scheduled Tribe, other Backward Classes A and B and person with disabilities candidates / categories respectively.

Sl. No.	Department	Posts	No. / Nature of vacant posts
1	Chemistry	Associate Professor	OBC(A)-01 SC-01
		Professor	OBC(A)-01
2	**Women's Studies	Assistant Professor	SC- 01 ST- 01 UR- 02
		Associate Professor	SC- 01 UR-01
		Professor	SC-01

****Those who have applied for the posts in the Department of Women's Studies against Advt. No. DHWU/06/T/2016 dated 14.06.2016 need not apply again but should upgrade their resume with documents.**

Price of form:-

1. Professor: **Rs.1000/- each for General Category,
Rs.750/- each for Reserved Category**
2. Associate Professor: **Rs.800/- each for General Category,
Rs.500/- each for Reserved Category**
3. Assistant Professor: **Rs.500/- each for General Category,
Rs.250/- each for Reserved Category**

Downloaded application forms must be accompanied with a crossed Demand Draft of requisite fee drawn in favour of **Diamond Harbour Women's University** payable at **Sarisha**. Completed applications in prescribed forms along with photocopies of two sets of all credentials & documents must reach the office of the Registrar by **01ST APRIL, 2019** by registered / speed post only *Application form sent by courier or by person will not be received.*

Service condition as notified by orders of the Higher Education Department, Government of West Bengal from time to time will be applicable.

Qualification for Professor:

Essential Qualifications:

- a) An eminent scholar with Ph.D. qualification(s) in the concerned / allied / relevant discipline and with a consistently good academic record and published work of high quality actively engaged in research with a number of high quality research publications in reputed journals or publication of books.
- b) A minimum of ten years teaching experience in University / College, and / or experience of research at University / National level Institutions / Industries.
- c) Research guidance of doctoral students.
- d) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) set out in the Appendix-III Table II (B) of the University Grants Commission (Minimum Qualifications for Appointment of teachers and other Academic Staff in Universities and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2016.

OR

An outstanding professional, with established reputation in the relevant field, who has made significant contribution to knowledge in the concerned / allied / relevant discipline, to be substantiated by credentials may also be considered.

Additional Qualification:

- a) Contribution to educational innovation, design of new curricula and courses, and use of modern technology-mediated teaching-learning processes.
- b) Evidence of having supervised doctoral and research students.

Note: *A relaxation of 5% in the marks may be provided for the persons belonging to SC/ST/OBC (non-creamy layer)/Differently - abled (physically as well as visually challenged) categories.*

Qualifications of Associate Professor:

Essential Qualifications:

- a) Good academic record with a Ph.D. degree in the concerned/allied/relevant disciplines.
- b) A Master's Degree in the concerned/allied/relevant discipline with at least 55% marks (or an equivalent Grade in appoint scale wherever grading system is followed).
- c) At least a second class in a 3-years Bachelor's Degree with Honours /Major in relevant/allied subject.
- d) A minimum of eight years' experience of teaching and/or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution/Industry excluding the period of Ph.D. research with a number of good quality publications in reputed journal and or publication of books / policy papers.
- e) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) set out in the Appendix-III Table II (B) of the University Grants Commission (Minimum Qualifications for Appointment of teachers and other Academic Staff in Universities and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2016.

Additional Qualification:

- a) Contribution to educational innovation, design of new curricula and course, and technology mediated teaching learning process.
- b) Evidence of having supervised doctoral and research students.

Note: *A relaxation of 5% in the marks may be provided for the persons belonging to SC/ST/OBC (non-creamy layer)/ Differently-abled (physically as well as visually challenged) categories.*

Qualifications of Assistant Professor:

Essential Qualifications:

- a) Good academic record with at least 55% marks (or an equivalent grade in a point- scale wherever grading system is followed) at the Master's degree level in the relevant subject from an Indian University, or an equivalent degree from an accredited foreign University;
- b) The candidate must have cleared the National Eligibility Test (NET) conducted by the University Grants Commission/Council of Scientific and Industrial Research or similar test accredited by the University Grants Commission like State Level Eligibility Test/State Eligibility Test.

Note:

1. *Candidates who are, or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of 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 Assistant Professor or equivalent positions in the University.*
2. *NET/SLET/SET shall also not be required for such Masters' Programmes in disciplines for which NET/SLET/SET is not conducted.*
3. *A relaxation of 5% in the marks may be provided for the persons belonging to SC/ST/OBC (non-creamy layer)/Differently-abled (physically as well as visually challenged) categories.*

General rules and instructions:

1. Applications must be on prescribed application form available on the university website (www.dhwu.ac.in). No application except in the prescribed application form shall be considered.
2. Persons employed in Government/Semi Government Organizations/Autonomous Bodies should submit their application through proper channel. They may, however, send an advance copy of the application. Those who are unable to process their application through proper channel may submit 'No Objection Certificate (NOC)' from present employer prior to the interview. However, they should submit an undertaking to that effect. Direct application from such candidates will not be entertained.
3. Incomplete applications will not be entertained. Application without demand draft will be rejected.
4. The University will not be responsible for any postal delay.
5. Appointments will be made on probation for one year which may be waived or extended in exceptional cases and will be guided by the rules as framed and/or amended from time to time. During or at the end of the period of probation, the service of the teacher concerned may be terminated with one month's notice or with one month's salary in lieu thereof, without assigning any reason. On satisfactory completion of the probationary period, the incumbent concerned will be considered for being confirmed in service. Stipulations in respect of experience and age may be relaxed in case of exceptionally brilliant candidates on the recommendation of the relevant Selection Committee.
6. **Appointment processes will strictly abide by the reservation policy of the State Government. Candidates belonging to the OBC-A & OBC-B categories, whose caste certificate were issued more than one year ago, must produce a ratification certificate from the issuing competent authority that they do not belong to the creamy layer as on the date of advertisement along with copy of previous certificate.**
7. **Mere eligibility will not vest any right on any candidate for being called for interview. The decision of the University in all matters will be final. No correspondence will be entertained from the candidates in connection with the process of selection. Canvassing in any manner would entail disqualification of the candidature.**
8. Application fees once paid shall not be refunded under any circumstances.
9. The University may verify the antecedents or documents submitted by a candidate at any time, including at the time of appointment or during the tenure of her/his service. In case it is detected that the documents submitted by the candidate are fake or the candidate has clandestine antecedents / background and has suppressed the said information, her/his services shall be terminated.
10. Applicants should write the name of the Post and Department at top of the right corner of envelope.
11. The University reserves the right not to fill up the post for which this advertisement is being made if circumstances so warrant.
12. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the university reserves right to modify/withdraw/cancel any communication made to the candidates.
13. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the competent authority shall be final.
14. If any candidate is recommended for appointment in relaxation of any of the prescribed conditions relating to age, experience etc. it shall be so stated and recorded.
15. In cases of any disputes any suits or legal proceedings against the University, the jurisdiction shall be restricted to the Calcutta High Court.
16. Applicants may please include two self-addressed unstamped envelopes of 25x13 cms.
17. **No TA/DA is admissible for attending the interview.**
18. **Age as per existing rules of the Government of West Bengal.**
19. **The direct recruitment process in the post of Professor, Associate Professor and Assistant Professor will be made following the state Government Order No. 516-Edn (U)/1U-91/10 dated 16.05.2017.**
20. **The selection of professor need not necessarily be confined to only those who formally apply.**
21. All relevant information like API (Academic Performance indicator), etc. required in accordance with the new UGC Regulations No.F.3-1/2009 dt.30.06.2010, No. F.1-2/2016 (P/S Amendment) the 4th May, 2016, No. F.1-2/2016 (PS/Amendment) dated the 11th July, 2016 are to be furnished on separate sheets along with supporting documents and to be attached with the application forms. The submission of API by applicant for the post of Assistant Professor be treated as optional for the candidates having no Teaching Experience.

Registrar



DIAMOND HARBOUR WOMEN'S UNIVERSITY

Application Form

(Application should be routed through proper channel)

Self-attested recent
passport size
Photograph of the
applicant.

To
The Registrar
Diamond Harbour Women's University
Diamond Harbour Road, Sarisha
South 24 Parganas, 743368

Sir/Madam,

(a) Name of the Department _____

(b) Post applied for _____

(c) Specialization, if any _____

With reference to your Advertisement No: _____ dated _____ for the above-mentioned post, for which the last date of submission of application is _____, I present myself as an applicant for the same. My bio-data and other relevant particulars are given below.

Yours faithfully

.....
(Signature of the Applicant)

Dated..... , 20.....

BIODATA

1. Name (in block letters).....

2. (a) Present Position.....

(b) Present Employer (if any).....

3. (a) Address for communication (in block letters).....

(b) Permanent Address.....

(c) Phone : (Landline).....(Mobile)

(d) Email id.....

4. (a) Date of Birth: D D M M Y Y (b) Age (as on the last date of Advertisement) :

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5. Gender:
6. Nationality:
7. (a) Name of Father
- (b) Name of Mother.....
8. Marital Status: (a) Single / Married
- (b) Name of Spouse (If Married).....
9. (a) Whether belonging to Scheduled Caste/Scheduled Tribe/OBC-A/OBC-B/PWD:

YES	NO
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- (b) If yes, please tick in appropriate box/boxes
(Necessary documents are to be attached)

SC	ST	OBC-A	OBC-B	PWD
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10. Details of Bank Draft:

Sl.	Name of Bank	Draft	Issuing Date	Amount

11. Educational qualifications (chronologically starting from Secondary Examination):

Examinations Passed	Board/ University	Year of Passing	Class or Divn.	% of marks or Credits	Subjects studied	Any other information

12. Whether Qualified at NET/SLET/SET/GATE:
(Mention the year in which qualified and submit documents)
13. Research Degree Awarded (Ph.D./D.Sc./D. Litt. etc.):.....
(a) Name of the University:
(b) Title of Thesis:
(c) Date of Research Degree Awarded:
(d) Whether Ph.D. is done under the UGC 2009 Regulation (Y/N)
14. (a) Post-Doctoral Research Experiences (if any):

Sl.	Category	Topic	Place	Period

(b) Project:

Sl	Title	Funding Agency	Period	Amount

15. Publications: (a) Number of papers in recognized research journals:
(b) Number of published Books/Monograph etc.:
(c) Number of Conference Papers etc.:
[(i) A list of publications with the names of all authors, ISBN/ISSN No. and I.F (if any) must be attached.
(ii) Copies of not more than ten publications which are most important in your opinion must be attached.)]

16. Details of Employment in chronological order (Gaps, if any, should be explained):

Sl	Employer	Post Held	From	To	Scale of Pay and pay drawn	Remarks, if any, indicating reason for leaving any post.

17. Teaching Experience:

Sl.	Level	Degree	College/University/Institute	Duration	Total
1.	Under Graduate	Pass			
		Hons.			
		Others			
2.	Post Graduate				
3.	Any Other				

18. Administrative/Professional Experience: (State briefly the nature of work with No. of years):

Sl.	University/Institute/ Organization	Post Held	Nature of Work	Duration

19. Present pay and Allowances:

Scale of Pay	AGP / GP	Basic Pay	Allowances	Gross amount drawn

20. If selected, time required to join:

21. Particulars of extracurricular activities, if any:

22. Any other information that may be considered:

23. (a) Have you ever been dismissed/removed/asked to retire from service : Yes No

(b) If Yes, give details:

24. Give the names of not more than two referees (**with designation, full address, Phone No., e-mail id.**):

(a).....

(b).....

I certify that the above statements are true to the best of my knowledge and belief.

I accept that in case any information is found to be incorrect or in case there is any suppression of facts, this application is liable to be rejected.

Date :

.....
Signature of the Applicant

N.B.: (a) Self attested copies of all documents and testimonials are to be enclosed with the application.

(b) Attach extra sheet/ sheets whenever necessary