

University of Mumbai

Applications are invited for the following posts of on Director/Deputy Director in the un-aided (Self supporting) University Departments / Institutes on tenure basis for the period five years, from the reserve category including physically handicapped and opens categories on or before 6th December, 2019.

Sr. No.	Designation of the post	Department/Centre/Institute	No. of post
1	Director	Garware Institute of Career Education & Development (GICED)	1- Open
2	Director	University of Mumbai Law Academy	1 - Open
3	Director	Institute of Distance & Open Learning (IDOL)	1- Open
4	Deputy Director		1- Open

- A. 1. Pay scales as prescribed by AICTE and State Government (H & TE) (GR dated 11/09/2019) is as follows :

Director, Garware Institute of Career Education & Development (GICED)	Level – 13A1, Entry pay Rs. 1,31,400/- + allowances
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2. Pay scales as prescribed by UGC and State Government (H.E.) (GR dated 08/03/2019) are as follows :

Director, University of Mumbai Law Academy AND Institute of Distance & Open Learning (IDOL)	At academic level 14 with rationalized entry pay Rs. 1,44,200/- + allowances
Deputy Director, Institute of Distance Open Learning (IDOL)	At academic level 14 with rationalized entry pay Rs. 1,31,400/- + allowances

- B. All these posts are on tenure basis for the period of five years and the retirement age shall be 60 Years.
- C. Age must not be less than 45 years for Director's post and must not be less than 40 years for Deputy Director's post.

....2/-

D. The Minimum Qualifications & Experiences :

1. Director in Garware Institute of Career Education & Development :

Ph.D and First Class at either Bachelor's or Master's level in the relevant discipline with minimum of 16 years of experience in Teaching / Research / Industry, out of which at least 3 years shall be post Ph.D. experience and 5 years of experience not below the level of HoD.

Evidence of good work in career and still education.

OR

Bachelor's and Master's Degrees in relevant disciplines with First Class in either of the two and minimum of 20 years of experience in Teaching / Research / Industry with at least five years experience in managerial cadre in industry, business, Government, Statutory bodies or other Public / Private Establishments organizing Vocational Training Programme's in Management/Operation/Human Resource Development. Ph.D publications and guiding Ph.D student is desirable. Also evidence of good work in career and skill education.

2. Director, University of Mumbai Law Academy

- i. Ph.D qualification (s) and consistently good academic record with at least 55% marks or an equivalent grade (in a point scale wherever grading system is followed) in Master's degree in the concerned/ allied/ relevant discipline.
- ii. Professor/Associate Professor with a total service/experience of at least fifteen of teaching / research in Universities, Colleges and other institution of higher education;
- iii. A minimum of 10 research publications in peer-reviewed or UGC-listed journals; and
- iv. A minimum of 110 Research Score as per Appendix II, Table 2 (Please see Government GR No. Misc-2018/ C.R.56/ 18/UNI-1, dated 8th March, 2019 and University Circular No. TAAS(CT)/ICD/2018-19/1241, dated 26th March, 2019 and corrigendum issued by Government under reference No. Misc/2018-C.R.56/UNI-1, dated 10th May, 2019.)

3. Director, Institute of Distance & Open Learning (IDOL):-

- i. Ph.D qualification (s) and consistently good academic record with at least 55% marks or an equivalent grade (in a point scale wherever grading system is followed) in Master's degree in the concerned/ allied/ relevant discipline.
- ii. Professor/Associate Professor with a total service/experience of at least fifteen of teaching / research in Universities, Colleges and other institution of higher education;
- iii. A minimum of 10 research publications in peer-reviewed or UGC-listed journals; and
- iv. A minimum of 110 Research Score as per Appendix II, Table 2 (Please see Government GR No. Misc-2018/ C.R.56/ 18/UNI-1, dated 8th March, 2019 and University Circular No. TAAS(CT)/ICD/2018-19/1241, dated 26th March, 2019 and corrigendum issued by Government under reference No. Misc/2018-C.R.56/UNI-1, dated 10th May, 2019.)
- v. Contribution to educational innovation, degree of new curricula and courses and technology mediated teaching learning process with evidence of having guided doctoral candidates and research students.

First Class or equivalent in Master's degree in relevant discipline or equivalent. Flair for Management and Leadership is essential.

At least Fifteen (15) years experience in listed (BSE/NSE) industry, business, Government, Statutory bodies or other Public / Private Establishments organizing Vocational Training Programme's in Management/Operation/Human Resource Development with at least 5 years experience in senior managerial cadre. Ph.D publications and guiding Ph.D student is desirable.

Evidence of good work in Distance and Open Learning Education with knowledge of digital mode of Teaching – Learning process.

Post Ph.D publication and guiding Ph.D. student is highly desirable.

3. Deputy Director in Institute of Distance and Open Learning (IDOL):

- i) A good academic record, with a Ph.D Degree in the concerned/allied/relevant discipline;
- ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed); and
- iii) A minimum of eight years of 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 with a minimum of seven publications in the peer-reviewed or UGC-listed journals and a total research score of Seventy five (75) as per the criteria given in Appendix II, Table 2. (Please see Government GR No. Misc-2018/ C.R.56/ 18/UNI-1, dated 8th March, 2019 and University Circular No. TAAS(CT)/ICD/2018-19/1241, dated 26th March, 2019 and corrigendum issued by Government under reference No. Misc/2018-C.R.56/UNI-1, dated 10th May, 2019.)
- iv) Contribution to educational innovation, degree of new curricula and courses and technology mediated teaching learning process with evidence of having guided doctoral candidates and research students.
- v) Evidence of good work in Distance and Open Learning Education with knowledge of digital mode of Teaching – Learning process.

OR

First Class or equivalent in Master's degree in relevant discipline. Flair for Management and Leadership is essential.

At least Eight (8) years experience in listed (BSE/NSE) industry, business, Government, Statutory bodies or other Public / Private Establishments organizing Vocational Training Programme's in Management/Operation/Human Resource Development. Ph.D publications and guiding Ph.D student is desirable.

Evidence of good work in Distance and Open Learning Education with knowledge of digital mode of Teaching – Learning process.

Post Ph.D publication and guiding Ph.D. student is highly desirable.

Relaxation in Qualification :

- i) 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 Castes/Scheduled Tribes/ 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 disability 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 grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.
- ii) A relaxation of 5% may be provided, (from 55% to 50% of the marks) to the Ph.D. degree holders who have obtained their Master's degree prior to 19th September, 1991.
- iii) A relevant grade which is regarded as equivalent of 55% wherever the grading system is followed by a recognized university, at the Master's level shall also be considered valid.

Instructions to the candidates

- 1) **The application will be accepted from 7th November, 2019 to 6th December, 2019.**
The applications received after the last date mentioned above will not be entertained.
- 2) Knowledge of Marathi is essential.
- 3) The applicant should submit FIVE SETS of applications, Bio data and Reprints of Post Ph.D and recent major research publications separately.
- 4) University reserves the right to fill up or not to fill the advertised post/s OR to alter, modify, cancel the entire advertisement. University also reserves its right to appoint or not to appoint the candidates though recommended by the Selection Committee.
- 5) Candidates called for interview will have to be present themselves at their own cost.
- 6) The prescribed application form may be downloaded from the University website www.mu.ac.in/career
- 7) Application in the prescribed form duly filled (**Five copies**) together with attested copies of certificate/s, other documents, publications with ISBN No. etc. and API Score in Self-Assessment Report should be sent in an envelope superscripted "Application for the post of Knowledge Resource Centre (University Library)" between the dates mentioned above to the Registrar, University of Mumbai, Room No.25, Fort, Mumbai-400 032 **so as to reach the same before 5.30 p.m. on 6th December, 2019.**
- 8) Applicants belonging to reserved category should submit Demand Draft of Rs.250/- and the applicants of Open category should submit Demand Draft of Rs.500/- as the cost towards processing fee for the post drawn in favour of "The Finance and Accounts Officer, University of Mumbai" payable at Mumbai.
- 9) Applicant must write name of the post, his/her name and full address on the back of the Demand Draft without fail.
- 10) The fee once paid will not be refunded in any case.
- 11) All updates, corrigendum (if any), instructions regarding this advertisement shall be updated on the University website on "career" link from time to time. Hence the applicants are requested to visit the University website regularly for the updates.
- 12) As per the General Administration Department, Mantralaya, Mumbai-32 Notification No.SRV.2000/CR(17/2000)/XII, dated 28th March, 2005 in respect of 'Small Family' a person who desires to apply for any post in Group A, B, C and D in any Government Service shall submit, alongwith the application form, a declaration in prescribed FORM.
- 13) Qualification, Experience & all other eligibility conditions shall be considered as on last date of receipt of application.
- 14) If the space provided is insufficient, information may be given on a separate sheet duly signed by the candidate and the same may be sent with the application.

- 15) Incomplete applications will not be considered/entertained and is liable to be rejected.
- 16) Any change in address given in Column 2 of the application form should at once be communicated to the Registrar (TAAS (UT)), University of Mumbai, Fort, Mumbai 400032.
- 17) On verification, if it is found that the information received from an applicant is faulty and or is based on faulty certificates will be liable for legal action and the selection will be immediately cancelled.
- 18) Candidates already in the service shall submit their applications through proper channel and submit NOC from the present employer.
- 19) Canvassing directly or indirectly will be a disqualification.
- 20) Candidates are advised to satisfy themselves before applying that they possess the prescribed qualifications and it is for the candidates themselves to ensure that they possess the prescribed qualifications. No inquiry asking for advice as to eligibility will be entertained.
- 21) Applications with incomplete information, erased/wrong information, in respect of educational qualifications, experience, age, caste certificate if certificates are not attested etc. and without processing fee will not be considered/entertained and liable to be rejected. No correspondence in this respect will be made.
- 22) University will not be responsible for the applications misplaced or lost or delayed by the Postal department.
- 23) Candidates should invariably fill the information regarding Court cases pending, Criminal cases, Disciplinary actions or equivalent etc. in the relevant column of the application Form. Any changes in this information as and when occurred after the submission of application Form till the completion of recruitment process should be brought to the notice of the University by the candidate, failing of which the University reserves the right to cancel the candidature and to debar him/her from all selections.

Mumbai- 400 032
Date : 7th November, 2019


(Dr. Ajay P. Deshmukh),
Registrar



UNIVERSITY OF MUMBAI
Fort, Mumbai - 400 032.

Advertisement No. _____

Dated: _____

D.D. to be enclosed for Open Category Rs. _____ and Reserved Category Rs. _____

D.D. No. _____ dated _____

Name of the Bank and Branch : _____

Affix
passport
size
photo

To,
The Registrar,
University of Mumbai,
Fort, Mumbai - 400 032.

Sub: Application for the post of _____

Please [√] wherever applicable

1.

Name in full Shri/Smt./Kum. (in BLOCK letters)	Surname																
	First name																
	Middle name																

2.

Current postal address (in BLOCK letters)																	
Email ID																	
Mobile No.																	
Tel. No.																	

3.

Date of Birth																	
Age			Years			Months			Days								
Birth Place																	
Nationality																	
Male/Female/Transgender																	
Married/Unmarried																	

4.

Caste category	S.C.	S.T.	D.T.(A)	N.T.			S.B.C.	O.B.C.	S.E.B.C.	E.W.S.	OPEN
				B	C	D					

5.

Academic Qualifications					
Examination	Subject Arts/Sc./Com.	University/ Board	Month and Year of Passing	Percentage of Marks obtained	Class/ Division
S.S.C.					
H.S.C.					
Graduate					
Post-Graduate					
NET/SET/JRF					
Any other qualification					

6. **Research Degree/s :**

Degrees	Title	Date of award	University
M.Phil.			
Ph.D./D.Phil.			
D.Sc./D.Litt.			

* In case of M.Phil. /Ph.D. Degrees, an attested copy of the degree and the result/ notification for the same is to be attached.

7. Past record of Academic/Professional Service prior to Current Institution/ Organisation:

Designation	Nature of appointment (Regular/ Temporary/ Ad- Hoc/Fixed tenure)	Name of Employer/ Institute.	Date of Joining	Date of Leaving	Salary with Grade	Reason of leaving

8. Present record of academic/Professional service in Current institution/ Organisation if any :

Designation	Nature of appointment(Regular/ Temporary/ Ad-Hoc/Fixed tenure)	Name of Employer/ Institute.	Date of Joining	Date of Leaving	Salary with Grade	Reason of leaving

* Attach current salary certificate

9. Period of teaching experience P.G. Classes (in years) U.G. Classes (in years)

10. Research experience excluding years spent in M.Phil./Ph.D. (in years)

11. Period of Professional/Industrial Experience :

12. Fields of specialization under the Discipline

a.	
b.	

13. Particulars about research work directed – PG/M.Phil./Ph.D.

i. No. of Awards :

ii. No. of working students :

Sr. No.	Name of the student registered	Registered for PG/M.Phil./Ph.D.	Date of Registration	Year of award of Degree	Branch & Brief title of research	Remarks

14. Research Schemes/ Projects/ Industrial Consultancy

Title of Project /Scheme/ Consultancy	Funding agency/ Industry	Funds received	Date of starting	Date of ending	Worked as PI/ Co-investigator	Output of Project/ Consultancy

15. Details of publications attached to the PBAS format (for evaluation)

Sr. No.	Nature of Publication (BookReview/ Research Paper etc.)	List of author/s as it appear in the publication	Name of the Book & the Publishers/ Journal, issue no. and year of publication, page nos.	ISSN / ISBN number	Impact factor (in case of Journal)

16. Any other relevant information (please attach additional sheet/ paper if required)

- i. API as per enclosed sheet :
- ii. No. of IPR/Patent : 1. National : Filed/ Published/ Granted
2. International :Filed/ Published/ Granted:
- iii. Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process
- iv. Evidences in support as outstanding professional, with established reputation in the relevant field, who has made significant contributions to the knowledge in the concerned / allied / relevant discipline, to be substantiated by credentials
- v. Awards and Recognition
- vi. Merit Scholarships, if any
- vii. Other Academic and Corporate activities
- viii. Administrative experience
- ix.
- x.

17. Names of persons and Designations who have given testimonials

- a) _____
- b) _____
- c) _____

18. Names and addresses of three persons from concerned field of studies / profession of candidate to whom references may be made

1. _____

Contact Nos. _____
2. _____

Contact Nos. _____
3. _____

Contact Nos. _____

19. I hereby declare that I have carefully read and understood the instructions and particulars supplied to me and that all entries in this form as well as the attached sheets are true to the best of my knowledge and belief. I will be fully responsible if any information is found to be incorrect during the process of selection or even later on.

Numbers of sheets attached alongwith this form are _____.
(Please mention the number)

Date :

Place :

(Signature of Applicant)

Name : _____

Encl:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____

Use a separate sheet for each sub-heading in the format indicated. All the annexure must bear your name and corresponding Title.

NO OBJECTION CERTIFICATE

Certified that Shri/Smt./Kum. _____ is working
as _____ in the subject

in the Department of _____ w.e.f. _____

in the pay scale / pay band of Rs. _____ with Academic Grade Pay of
Rs. _____ (Pay in Pay Band + A.G.P./G.P). This office
has no objection if he/she is selected for the post of _____

in the University of Mumbai and will be relieved within the stipulated period.

It is further certified that the candidate has no pending Inquiries/ Disciplinary action.

Place :

Date :

Designation & Seal

Signature of employer

Check list for the candidates (to be attached to the application)

Please [√] wherever applicable

- 1) Application duly completed : Yes/No
- 2) Self attested photograph affixed on the application : Yes/No
- 3) Application signed : Yes/No
- 4) An attested copy of each of the following certificate is attached.
 - a) Date of Birth/Age Certificate
 - b) Caste Certificate
 - c) Physically handicapped certificate, if applicable
 - d) Small family declaration certificate
 - e) Educational qualification documents
 - f) Experience certificate
 - g) Last Pay Certificate
 - h) Any other certificate.

Declaration

Form-A
(See Rule-4)

I, Shri/Smt./Kum. _____ Son / daughter/ wife of
Shri _____ Age _____ years, resident
of _____
_____ do

hereby declare as follows :-

1. That I have filled my application for the post of _____
2. I have _____ (Number) living children as on today. Out of which no. of children born after 28th March, 2005 is _____.
(Mention dates of birth, if any)
3. I am aware that if any total number of living children are more than two due to children born after 28th March, 2006, I am liable to be disqualified for the same post.

Place :

Date :

Signature