

University of Mumbai



Advertisement No. UoM/Estab.I/Ombuds/04/2019

Applications are invited from eligible candidates who are not related to the University and who is a judge not below the rank of retired District Judge or a retired Vice-Chancellor or a retired Registrar or a retired Professor or a retired Principal in the prescribed form for the post of Ombudsperson on the establishment of University of Mumbai on purely temporary basis as part-time Officer for a period of three years.

Ombudsperson (1 post)

Pay : Rs.2000 sitting fees per day as approved by the Management Council of the University for hearing the cases, in addition to reimbursement of the conveyance.

The applicants are requested to kindly make note of Section 6 sub-section (3) and (4) of the Uniform statute No.5 of 2019 dated 25th February, 2019 issued by the Department of Higher and Technical Education, Mantralaya as follows :-

“6(3) The Ombudsperson shall not, at the time of appointment during one year before such appointment or in the course of his tenure as Ombudsperson be in a conflict of interest with the University where his personal relationship, professional affiliation or financial interest may compromise or reasonably appear to compromise, the independence of judgement toward the University.

6(4) The Ombudsperson, or any member of his immediate family shall not

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- (i) Hold or have held at any point in the past, any post or employment in the office of profit in the University;
- (ii) Have any significant relationship, including personal, family, professional or financial, with the University;
- (iii) Hold any position in University by whatever name called, in the administration or governance structure of the University.”

Instruction to the applicants

The candidates should ascertain their eligibility for the post before submission of application.

- 1) Knowledge of Marathi Language and knowledge of computer is essential for the post.
- 2) **The application will be accepted from 1st November, 2019 to 30th November, 2019.** The applications received after the last date mentioned above will not be entertained.
- 3) The prescribed application form may be downloaded from the University website www.mu.ac.in.
- 4) The post will be filled in by the candidate/s domicile of State of Maharashtra only.
- 5) Application in the prescribed form duly filled (Three copies) together with attested copies of certificate/s should be sent in an envelope superscripted “**Application for the post of Ombudsperson**”, 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 30th November, 2019.** Applicants should submit Demand Draft of Rs.200/- as the cost towards processing fee drawn in favour of “The Finance and Accounts Officer, University of Mumbai” payable at Mumbai.
- 6) 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.
- 7) Incomplete applications will not be considered/entertained and is liable to be rejected.
- 8) Any change in address given in Column 2 of the application form should at once be communicated to the Registrar (Establishment Section I/III), University of Mumbai Fort, Mumbai - 400032.
- 9) 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.
- 10) Canvassing directly or indirectly will be a disqualification.
- 11) University will not be responsible for the applications misplaced or lost or delayed by the Postal department.
- 12) The Government Resolutions/Circulars issued by the Government of Maharashtra from time to time will be made applicable. With reference to the G.R. No.एसआरव्ही-२००५/प्र.क्र.४७/०५/१२ dated 25th August, 2005, there is no scope of regularization unless the appointment were made on a regular basis.

(Dr. Ajay P. Deshmukh)
Registrar.



UNIVERSITY OF MUMBAI
Fort, Mumbai - 400 032.

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Dated : 1st November, 2019

D.D. to be enclosed for Rs.200/-
 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 “Ombudsperson”.
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.																			

7. Other Qualifications and experience, if any.

8. (a) Last position held :

(b) Name of Institution/ Organization where employed : _____

(c) Salary : _____

Pay Rs. _____ in the pay-scale (pay band) of Rs. _____

D.A. Rs. _____

H.R.A. Rs. _____

C.L.A. Rs. _____

Other Rs. _____

Allowances, if any _____

Total Rs. _____

(d) Date of appointment : _____

(e) Date of increment : _____

(f) Attach Last Pay Certificate, if any

9. Names and addresses of not more than three persons to whom references may be made

1) _____

2) _____

3) _____

I hereby declare that all statements made by me in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false, incomplete or incorrect, my candidature/appointment is liable to be cancelled/terminated. I further understand that no notice shall be taken of any request for withdrawal of my application.

Place :

Date :

(Signature of candidate)
(Please turn over for "Instructions to candidates")

INSTRUCTIONS TO CANDIDATES

1. Candidates should send with their applications self attested copies of the degree or diploma certificates and statements of marks and other certificates in support of their educational qualifications and experience; and of the Matriculation or equivalent certificates in support of their age.
2. Every application should be sent **in three copies** together with all enclosures.
3. Applications should be sent to the Registrar, (Establishment Section), University of Mumbai, Fort, Mumbai-400 032 so as to reach on or before the last date prescribed.
4. Any change in address given in column 2 of the application form should at once be communicated to the Registrar, (Establishment Section), University of Mumbai, Fort, Mumbai-400 032.
5. Incomplete applications will not be considered.
6. No inquiry asking for advice as to eligibility will be entertained.

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 and Caste validity certificate
 - c) Physically handicapped certificate, if applicable
 - d) Educational qualification documents
 - e) Experience certificate.
 - f) Last Pay Certificate
 - g) Any other certificate.