



ગુજરાત યુનિવર્સિટી

(ગુજરાત યુનિવર્સિટી એક્ટ દ્વારા ૧૯૪૯માં સ્થાપિત)

Gujarat University

(Established in 1949 under the Gujarat University Act)

Navrangpura, Ahmedabad-380009

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Date: 26-3-2025

ADVERTISEMENT FOR THE TEACHING, NON – TEACHING, TECHNICAL and OTHER POSTS on Deputation/Contractual basis

Gujarat University (GU) Centre for Distance and Online Education (CDOE) invites online applications in the prescribed format from eligible Indian nationals for appointment by deputation/contractual recruitment for Teaching, Non-teaching, Technical and Other posts. The following are the crucial dates for application:

Date of Commencement of Online Application	26-3-2025
Last date of Online Application	11-4-2025 Up to 5:30 p.m.
Last date of receipt of through proper channel/advanced hardcopy (2 copies) of online application along with all self-attested enclosures (Including postal processing days)	19-4-2025 Up to 5:30 p.m.

Important Instructions:

1. All the candidates applying for deputation positions for teaching need to apply online using the following link: <https://gujaratuniversityrec.samarth.edu.in/>
2. All the candidates applying for contractual non-teaching positions need to apply online using the following link: <https://gujaratuniversitynt.samarth.edu.in/>
3. All the candidates applying for deputation positions for teaching must pay non-refundable application fees **Rs. 750/-** using the following information.

A/c Name: Centre for Distance and Online Education Gujarat University

A/c No: 50100431760491

Bank Name: HDFC bank

Branch Name: Navrangpura

IFSE Code: HDFC0000006

Upload the screen shot of payment transfer and fill in transaction id and date at a given place in the application.

4. All the candidates applying for contractual non-teaching positions must pay non-refundable application fees **Rs. 450/-** using the following information.

A/c Name: Centre for Distance and Online Education Gujarat University

A/c No: 50100431760491

Bank Name: HDFC bank

Branch Name: Navrangpura

IFSE Code: HDFC0000006

Upload the screen shot of payment transfer and fill in transaction id and date at a given place in the application.

5. All the working candidates must apply through proper channel, i.e. their application must be forwarded by the competent authority along with NOC. If the candidate is not able to submit the application through proper channel by last date, Candidate can apply in advance with a advance copy, but the candidate has to submit the application forwarded to proper channel, i.e. competent authority along with NOC at the time of interview.
6. All the candidates need to submit the hard copy of the online application in two copies along with all self-attested documents/enclosures and proof of the payment of the application fees (including postal processing days) by 19-4-2025 to **The Registrar, Gujarat University, Post Box No 4010, Navarangpura, Ahmedabad 380009** with superscript as “Application for CDOE.”
7. The university reserves the right to modify the number/nature of positions
8. For any query mail us on gucdoe2025@gmail.com

DETAILS OF THE TEACHING, NON – TEACHING, TECHNICAL and OTHER POSTS on Deputation/Contractual basis:

S/N.	Name of Post	Group	No. of Posts	Deputation/ Contractual	Category	Pay Matrix As per 7 th CPC	
						Pay Level	Pay Range
1	Associate professor		4	Deputation	UR	13A	1,31,400 - 217,100
2	Associate professor and Deputy Director		1	Deputation	UR	13A	1,31,400 - 217,100
3	Assistant professor		12	Deputation	UR	10	57,700 - 1,82,400
4	Assistant professor and Assistant Director		1	Deputation	UR	10	57,700 - 1,82,400
5	Deputy Registrar	A	1	Contractual	UR	11	67,700 - 2,08,700
6	Assistant Registrar	A	1	Contractual	UR	10	56,100 -1,77,500
7	Section Officer	B	1	Contractual	UR	8	44,900 – 1,42,400
8	Assistants	B	3	Contractual	UR	6	35,400-1,12,400

9	Computer Operator	C	2	Contractual	UR	5	29,200 - 92,300
10	Multi-Tasking Staff	C	2	Contractual	UR	IS-1	14,800 - 47,100
11	Technical Manager (Production)	A	1	Contractual	UR	10	56100 - 177500
12	Technical Associate (Audio-Video recording and editing)	B	1	Contractual	UR	6	35400-112400
13	Technical Assistant (Audio-Video Recording)	B	1	Contractual	UR	6	35400-112400
14	Technical Assistant (Audio-Video Editing)	B	1	Contractual	UR	6	35400-112400
15	Technical Manager (LMS and Data Management)	A	1	Contractual	UR	10	56100 - 177500
16	Technical Assistant (LMS and Data Management)	B	2	Contractual	UR	6	35400-112400
17	Technical Manager Admission	A	1	Contractual	UR	10	56100 - 177500
18	Technical Assistant Admission	B	2	Contractual	UR	6	35400-112400

DETAILS OF THE POST(S), QUALIFICATIONS, OTHER REQUIREMENTS, ETC.

DETAILS OF TEACHING POSITIONS

Name of Post	Name of Subject	Total No. of Post
Associate professor	English	1
	Commerce	1
	Computer Sciences	1
	Mathematics	1
Deputy Director (Associate Professor)	Any Subject with specialization in e-Learning and Technical	1
Assistant Professor	English	4
	Commerce	4
	Computer Sciences	2
	Mathematics	2
Assistant Director (Assistant Professor)	Any Subject with specialization in e-Learning and Technical	1

1. ASSOCIATE PROFESSOR: Eligibility

- (i) A good academic record, with a Ph.D. Degree in the concerned/allied/relevant disciplines.
- (ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).
- (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.
- (iv) Minimum 3 years Experience of online education.

Deputation: Maximum 2 years deputation. Associate Professors holding analogous posts on a regular basis or with 8 years of regular service in Assistant Professor positions in Level 10 or above in the Central /State Government, Universities, colleges, HEIs and other autonomous organizations.

- 2. Deputy Director (Associate Professor) (e-Learning and Technical):** An employee having the Qualifications and Experience as specified for Associate Professor under the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in the Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018 shall be an e-learning expert with experience in technical coordination for modules development and Learning Management System (LMS).

Deputation: Maximum 2 years deputation. Associate Professors holding analogous posts on a regular basis or with 8 years of regular service in Assistant Professor positions in Level 10 or above in the Central /State Government, Universities, colleges, HEIs and other autonomous organizations.

3. ASSISTANT PROFESSOR: Eligibility A or B

A.

- (i) A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned/relevant/allied subject from an Indian University, or an equivalent degree from an accredited Foreign University.
- (ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR 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 exempted from NET:

Provided, the candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/By-laws/Regulations of the Institution awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfilment of the following conditions:-

- a) The Ph.D. degree of the candidate has been awarded in a regular mode;
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) An 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.
- f) Minimum 2 years Experience of online education.

The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

Note: NET shall also not be required for such Masters Programmes in disciplines for which NET is not conducted by the UGC, CSIR.

OR

- B. The Ph.D. degree has been obtained from a Foreign University/Institution with a ranking among top 500 in the World University Ranking (at any time) by any one of the following:
- (i) Quacquarelli Symonds (QS)
 - (ii) The Times Higher Education (THE)
 - (iii) The Academic Ranking of World Universities (ARWU) of the Shanghai Jiao Tong University (Shanghai).
 - (iv) Minimum 2 years Experience of online education.

Note: The Academic score as specified in Appendix II (Table 3A) for universities (as per UGC Regulations, 2018) shall be considered for short-listing of the candidates for interview only, and the selections shall be based only on the performance in the interview.

Kindly read General Instructions no. 35 for publications.

Deputation: Maximum 2 years on deputation. Assistant Professors holding analogous posts on a regular basis in the Central /State Government, Universities, colleges, HEIs and other autonomous organizations.

4. Assistant Director (Assistant Professor) : Having qualifications and experience as specified for Assistant Professor under University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in the Universities and Colleges and other

Measures for the Maintenance of Standards in Higher Education) Regulations, 2018, initially one, who shall coordinate with Departments or Schools of Studies offering Online Programmes.

Deputation: Maximum 2 years deputation. Assistant Professors holding analogous posts on a regular basis in the Central /State Government, Universities, colleges, HEIs and other autonomous organizations.

DETAILS OF NON-TEACHING AND OTHER ACADEMIC POSITIONS

5. DEPUTY REGISTRAR

1	Name of Post	Deputy Registrar
2	Number of Post (s)	1
3	Classification	Group – A
4	Scale of Pay/Pay Band / Grade Pay	Level 11
5	Age Limit	50 Years
6	Educational and other qualifications required for direct recruits	Essential Qualifications: i. Master’s Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed. ii. Five years of experience as Assistant Registrar or in equivalent post in the Pay Level 10 and above. iii. Minimum 3 years experience of online education.
7	Duration	Contractual maximum for 11 Months

6.ASSISTANT REGISTRAR

1	Name of Post	Assistant Registrar
2	Number of Post (s)	1
3	Classification	Group – A
4	Scale of Pay/Pay Band / Grade Pay	Level 10
5	Age Limit	45 Years
6	Educational and other qualifications required for direct Recruits	Essential Qualifications: i. Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever the grading system is followed. ii. Minimum 3 years experience of online education.
7	Duration	Contractual maximum for 11 Months

7.SECTION OFFICER

1	Name of Post	Section Officer
2	Number of Post (s)	1
3	Classification	Group – B
4	Scale of Pay/Pay Band / Grade Pay	Level 8
5	Age Limit	45 Years
6	Educational and other qualifications required for direct recruits	Essential Qualifications: i. A Bachelor's Degree in any discipline from any recognized Institute/ University. ii. Three Years' Experience as Assistant in the Level 6 or above in any Central / State Govt./ University/College/HEI/ PSU and other Central or State Autonomous Institutions or holding equivalent positions in any reputed Private companies/ bank. iii. Proficiency in Computer Operation, noting and drafting. iv. Minimum 2 years experience of online education.
7	Duration	Contractual maximum for 11 Months

8.ASSISTANT

1	Name of Post	Assistant
2	Number of Post (s)	3
3	Classification	Group – B
4	Scale of Pay/Pay Band / Grade Pay	Level 6
5	Age Limit	40 Years

6	Educational and other qualifications required for direct recruits	Essential Qualifications: i. Bachelor's Degree from a recognized University / Institution. ii. 3 years of regular service in lower grades positions in Level 5 or above in any Central / State Govt./ University/College/HEI/ PSU and other Central or State Autonomous Institutions or holding equivalent positions in any reputed Private companies/ bank. iii. Proficiency in Computer applications, noting and drafting. iv. Minimum 1-year experience in online education.
7	Duration	Contractual maximum for 11 Months

9. COMPUTER OPERATOR

1	Name of Post	Computer Operator
2	Number of Post (s)	2
3	Classification	Group – C
4	Scale of Pay/Pay Band / Grade Pay	Level 4
5	Age Limit	35 Years
6	Educational and other qualifications required for direct recruits	Essential Qualification : i. Diploma/Degree in Computer Engineering/Technology/ Computer Science and Technology/Information Technology from any recognized University or Institute. ii. 2 years of regular service as a computer operator in Level 3 or above in any Central / State Govt./ University/College/HEI/ PSU and other Central or State Autonomous Institutions or holding equivalent positions in any reputed Private companies/ bank. iii. Minimum 1 year experience of online education.
7	Duration	Contractual maximum for 11 Months

10. MULTI TASKING STAFF

1	Name of Post	Multi-Tasking Staff (MTS)
2	Number of Post (s)	2
3	Classification	Group – D
4	Scale of Pay/Pay Band / Grade Pay	Level IS-1
5	Age Limit	35 Years
6	Educational and other qualifications required for direct recruits	Essential Qualifications: i. 10 th Pass from a recognized Board. OR ITI Pass. ii. 2 years of regular service as a peon/multi tasking staff in

		Level 1 or above in any Central / State Govt./ University/College/HEI/ PSU and other Central or State Autonomous Institutions or holding equivalent positions in any reputed Private companies/ bank.
7	Duration	Contractual maximum for 11 Months

11. Technical Manager (Production)

1	Name of Post	Technical Manager (Production)
2	Number of Post (s)	1
3	Classification	Group – A
4	Scale of Pay/Pay Band / Grade Pay	Level 10
5	Age Limit	45 Years
6	Educational and other qualifications required for direct recruits	<ul style="list-style-type: none"> i. Master's degree in any subject or Bachelor's degree in Engineering with 3 years experience in video production or direction preferably in Educational TV <li style="text-align: center;">OR ii. PG Diploma in direction from FTII or equivalent qualification <li style="text-align: center;">OR iii. Master in Communication
7	Experience	2 years experience in video production preferably in Educational TV/online education, experience in managing IT infrastructure, online learning tools, content management systems, and multimedia integration.
8	Duration	Contractual maximum for 11 Months

12. Technical Associate (Audio-Video recording and editing)

1	Name of Post	Technical Associate (Audio-Video recording and editing)
2	Number of Post (s)	1
3	Classification	Group – B
4	Scale of Pay/Pay Band / Grade Pay	Level 6
5	Age Limit	40 Years
6	Educational and other qualifications required for direct recruits	Bachelor's degree in Media Production, Film Studies, Multimedia, or related fields.

7	Experience	2 years of experience with audio and video editing software (such as Adobe Premiere Pro, Final Cut Pro, Audacity, etc.) and content management systems for e-learning is usually required and online education.
8	Duration	Contractual maximum for 11 Months

13. Technical Assistant (Audio-Video Recording)

1	Name of Post	Technical Assistant (Audio-Video Recording)
2	Number of Post (s)	1
3	Classification	Group – B
4	Scale of Pay/Pay Band / Grade Pay	Level 6
5	Age Limit	40 Years
6	Educational and other qualifications required for direct recruits	Degree or Diploma in relevant fields (like Audio-Video Technology, Media Studies, Communication, etc.)
7	Experience	2 years experience in handling technical equipment for recording, editing, and production and online education.
8	Duration	Contractual maximum for 11 Months

14. Technical Assistant (Audio-Video Editing)

1	Name of Post	Technical Assistant(Audio-Video Editing)
2	Number of Post (s)	1
3	Classification	Group – B
4	Scale of Pay/Pay Band / Grade Pay	Level 6
5	Age Limit	40 Years
6	Educational and other qualifications required for direct recruits	A Bachelor's degree or Diploma in Audio-Visual Production, Multimedia, Mass Communication, or related fields.
7	Experience	2 years experience with audio-video editing software (e.g., Adobe Premiere Pro, Final Cut Pro, etc.) with experience in online content production or distance learning platforms.
8	Duration	Contractual maximum for 11 Months

15. Technical Manager (LMS and Data Management)

1	Name of Post	Technical Manager (LMS and Data Management)
2	Number of Post (s)	1
3	Classification	Group – A
4	Scale of Pay/Pay Band / Grade Pay	Level 10
5	Age Limit	45 Years
6	Educational and other qualifications required for direct recruits	A Master’s degree in Computer Science, Information Technology, Data Science, Educational Technology, or a related field.
7	Experience	<ul style="list-style-type: none"> i. 3 years experience in managing Learning Management Systems (LMS), data management, and working with online learning platforms and online education. ii. Familiarity with platforms such as Moodle, Blackboard, or other LMS technologies and experience in handling data analytics for student performance and engagement.
8	Duration	Contractual maximum for 11 Months

16. Technical Assistant (LMS and Data Management)

1	Name of Post	Technical Assistant (LMS and Data Management)
2	Number of Post (s)	2
3	Classification	Group – B
4	Scale of Pay/Pay Band / Grade Pay	Level 6
5	Age Limit	40 Years
6	Educational and other qualifications required for direct recruits	A Bachelor's degree in Computer Science, Information Technology, or related fields
7	Experience	<ul style="list-style-type: none"> i. 2 years experience in managing LMS platforms like Moodle, Canvas, or Blackboard. ii. Knowledge of data management tools and experience in handling student and course data is essential. iii. Strong technical skills in troubleshooting, maintaining, and upgrading software and tools used in the ODL environment are required. iv. Experience in e-learning.
8	Duration	Contractual maximum for 11 Months

17. Technical Manager Admission

1	Name of Post	Technical Manager Admission
2	Number of Post (s)	1
3	Classification	Group – A
4	Scale of Pay/Pay Band / Grade Pay	Level 10
5	Age Limit	45 Years
6	Educational and other qualifications required for direct recruits	A Bachelor’s or Master’s degree in Computer Science/ Information Technology, or a related field. Relevant certifications in networking, cybersecurity, or cloud technologies may be preferred.
7	Experience	3 years experience with Learning Management Systems (LMS), online education, managing technological platforms in an educational environment etc .
8	Duration	Contractual maximum for 11 Months

18. Technical Assistant Admission

1	Name of Post	Technical Assistant Admission
2	Number of Post (s)	2
3	Classification	Group – B
4	Age Limit	40 Years
5	Scale of Pay/Pay Band / Grade Pay	Level 6
6	Educational and other qualifications required for direct recruits	Bachelor's degree in Computer Science/ Information Technology or a related field.
7	Experience	<ul style="list-style-type: none"> i. 2 years experience in managing online admission systems, database management, and student information systems is essential. ii. Familiarity with online application forms, document verification, and other admissions-related technical support is typically required. iii. Experience in handling student data and supporting the technical aspects of online admissions is often expected.
8	Duration	Contractual maximum for 11 Months