

JAMIA MILLIA ISLAMIA, NEW DELHI-110025
Qualification of Advt. No. 03/2012-13 DATED 10.12.2012

A. Faculty of Dentistry(3rd Year BDS Course (XI Plan posts) (Medical Staff)

1. Department of Anesthesia

(i) Qualification for the post of Associate Professor

M.D. (Anesthesiology)/M.S. (Anesthesiology).

Teaching/Research experience

(i) As Assistant Professor/Lecturer in Anesthesiology for five years in a recognized medical college.

Desirable:

(ii) Minimum of four Research publications indexed in Index Medicus/national journals.

(ii) Qualification for the post of Asstt. Professor

M.D. (Anesthesiology)/M.S. (Anesthesiology)

Three years teaching experience in the subject as Resident/Registrar/ demonstrator/ Tutor in a recognized medical college either during the post graduation course or after obtaining postgraduate degree in the subject.

2. Department of General Medicine

(i) Qualification for the post of Associate Professor

M.D.(Medicine)/M.D.(General Medicine)

Teaching/Research experience

(i) As Assistant Professor/Lecturer in General Medicine/Medicine for five years in a recognized medical college.

Desirable:

(ii) Minimum of four Research publications indexed in Index Medicus/national journals.

3. Department of General Surgery

(i) Qualification for the post of Associate Professor

M.S.(Surgery)/M.S (General Surgery)

Teaching/Research experience

(i) As Assistant Professor/Lecturer in General Surgery/Surgery for five years in a recognized medical college.

Desirable:

(ii) Minimum of four Research publications indexed in Index Medicus/national journals.

(ii) Qualification for the post of Assistant Professor (reserved for SC)

M.S. (Surgery)/M.S. (General Surgery)

Three years teaching experience in the subject as Resident/Registrar/ demonstrator/ Tutor in a recognized medical college either during the post graduation course or after obtaining postgraduate degree in the subject.

4. Department of Conservative Dentistry and Endodontics (Dental staff)

(i) Qualification for the post of Asstt. Professor (X Plan-SG)

A recognized MDS Degree of an Indian University/Diplomate of National Board or an equivalent qualification.

Note: Asstt. Professor /Lecturers in medical subjects with MBBS qualification will be considered but they will not be promoted for the post of Associate Professor /Reader as per DCI letter No. DE-Comp/2009/A-7959 dated 15 December 2009.

B. Faculty of Architecture and Ekistics (Teaching post(s))
(i) Qualification for the post of Professor in Architecture (X-Plan SG)

- (i) First Class Bachelor's Degree in Architecture;
- (ii) Master's Degree in Architecture and
- (iii) Ph.D. in Architecture or published research works in referred journals/significant professional work which can be considered equivalent to Ph.D.

OR

- (i) Bachelor's Degree in Architecture;
- (ii) First Class Master's Degree in Architecture and
- (iii) Ph.D. in Architecture or published research works in referred journals/significant professional work which can be considered equivalent to Ph.D.

OR

- (i) First Class Bachelor's Degree in Architecture and
- (ii) Ph.D. in Architecture

Work experience (excluding time period for acquisition of P.G/Ph.D. qualification)

10 years experience in Teaching/Practice/Research out of which 5 years must be at the level of Assistant Professor or equivalent in case the candidate is Ph.D.

OR

13 years experience in Teaching/Practice/Research out of which 5 years must be at the level of Assistant Professor or equivalent in case the candidate is not Ph.D.

Qualification & Experience for candidate from Practice

Candidates from Practice with Bachelor's Degree in Architecture and Master's Degree in Architecture having First class at either of the level and having done professional work which is significant and can be recognized equivalent to Ph.D. in Architecture and with 13 years of professional experience, out of which 5 years should be at a Senior Level.

C. Faculty of Engineering & Technology

(1) Department of Mechanical Engg.

(i) Qualification for the post of Professor (Production Engg.) (X Plan-SG)

i. Essential:

- 1. A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg., & Tech., and experience of ten years in teaching, research and / or industry, out of which at least five years at the level of Assistant Professor Reader or equivalent grade.

OR

- ii. In the event the candidate is from industry and the profession, the following shall constitute as essential:

- 1. First Class Master's Degree in the appropriate branch of Engg., & Tech.;
- 2. Significant professional work which can be recognized* as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech., and industrial / professional experience of ten years, out of which at least five years at a senior level of Assistant Professor / Reader, *Provided* that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

- iii. Without prejudice to the above, the following conditions may be considered desirable:

- 1. Teaching, research industrial and / or professional experience in a reputed organization;
- 2. Published work, such as research papers, patents filed / obtained, books, and / or technical reports;

3. Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry;
4. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
5. Capacity to undertake / lead sponsored R&D, consultancy and related activities.

NOTE: For API Score based PBAS Proforma

Download Proforma <http://jmi.ac.in/Proforma/Proforma.htm>

(2) Department of Applied Sciences and Humanities

(i) Qualification for the post of Associate Professor (Mathematics) (X Plan-SG)

- i. 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 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 excluding the period of Ph.D. research with evidence of published work and a minimum of 5 publications as books and/or research/policy papers.
- iv. Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process with evidence of having guided doctoral candidates and research students.
- v. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in UGC Regulation 2010 in Appendix III.

NOTE: For API Score based PBAS Proforma

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D. Faculty of Humanities and Languages

(1) Department of English

(i) Qualification for the post of Professor ((Linguistics, Phonetics and English Language Teaching) (XI Plan)

- A. (i) An eminent scholar with Ph.D. qualification(s) in the concerned/allied/relevant discipline and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 publications as books and/or research/policy papers.
- (ii) A minimum of ten years of teaching experience in university/college, and/or experience in research at the University/National level institutions/industries, including experience of guiding candidates for research at doctoral level.
- (iii) Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process.
- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in UGC Regulation 2010 in Appendix III.

OR

- B. An 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.

NOTE: For API Score based PBAS Proforma

Download Proforma <http://jmi.ac.in/Proforma/Proforma.htm>

(2) **Department of Tourism, Hotel, Hospitality and Heritage Studies (tenure post for five years or till XII Plan period)**

(i) **Qualification for the post of Professor**

- A. (i) An eminent scholar with Ph.D. qualification(s) in the concerned/allied/relevant discipline and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 publications as books and/or research/policy papers.
- (ii) A minimum of ten years of teaching experience in university/college, and/or experience in research at the University/National level institutions/industries, including experience of guiding candidates for research at doctoral level.
- (iii) Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process.
- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in UGC Regulation 2010 in Appendix III.

OR

- B. An 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.

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(3) **Dr. K.R. Narayanan Centre for Dalit and Minorities Studies: Centre for the Study of Social Exclusion & Inclusive Policy (tenure post for five years or till XII Plan period)**

(i) **Qualification for the post of Research Associate (Rs. 16,000/- p.m. +HRA)**

M.A. and Ph.D. in Political Science/Economics/Sociology: Related publications.

Desirable specialization: *The Programme for Studies in Discriminations and Exclusion (PSDE) is primarily a research programme and the incumbent would convene and conduct the research programmes and activities undertaken and specialization in any branch of Social Sciences with special focus on the Dalits, the Minorities and Tribals.*

E. Faculty of Natural Sciences (1) Department of Biotechnology

(i) **Qualification for the post of Professor (XI Plan)**

- A. (i) An eminent scholar with Ph.D. qualification(s) in the concerned/allied/relevant discipline and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 publications as books and/or research/policy papers.
- (ii) A minimum of ten years of teaching experience in university/college, and/or experience in research at the University/National level institutions/industries, including experience of guiding candidates for research at doctoral level.
- (iii) Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process.
- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in UGC Regulation 2010 in Appendix III.

OR

- B. An 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.

NOTE: For API Score based PBAS Proforma

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F. AJK-Mass Communication Research Centre

- (i) **Qualification for the post of Asstt. Professor (Development Communication (X Plan-SG) (inadvertently advertised as Asstt. Professor (Media Technology))**

Essential:

- i. Good academic record as defined by the university with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree in Development Communication from an Indian University or an equivalent degree from an accredited foreign university in Development Communication.
- ii. Thorough knowledge of the issues and policies related to the social sector.

Desirable:

- (i) Teaching / Professional experience in Development Communication in a recognized institution/ NGO/ industry

Note: NET is not an essential requirement for this position as NET is not conducted by UGC in Development Communication.

- (ii) **Qualification for the post of Asstt. Professor (Still Photography & Visual Communication) (Non-Plan)**

- i. Good academic record as defined by the university with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree from an Indian University in Mass Communication or an equivalent degree from an accredited foreign university with Television Production as a core subject.
- ii. Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.
- iii. 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 Universities/Colleges/Institutions.

- (iii) **Qualification for the post of Asstt. Professor (Photo Journalism) (Non-Plan)**

Essential:

- ii. Good academic record as defined by the university with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree in Mass Communication/Journalism from an Indian University or an equivalent degree from an accredited foreign university with Photo Journalism/Still Photography as a core subject.
- iii. Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.
- iv. 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 Universities/Colleges/Institutions.

Desirable:

- (i) Teaching / Professional experience in Photo Journalism in a recognized institution/ organization/ industry.
- (ii) Familiarity with the latest trends in Photo Journalism and working knowledge of the professional digital/film still cameras and the equipment/software used in Still Photography.

Other academic post

(iv) Qualification for the post of Research Scientist ‘A’

Essential:

- i) Master’s Degree in Mass Communication/Development Communication from a reputed organization.
- ii) Intensive experience in Communication/Media Research involving collection and analysis of field data.
- iii) Three years of teaching and/or research experience with the latest tools/software used for the media research.

Desirable:

- i) Knowledge of experimental design, experience in collection of data at the district, town and village level and also knowledge of various methods of analysis.
- ii) Ability to participate as member of team in the pre-testing and production of U.G.C.’s Educational T.V./video programmes.
- iii) Self-starter with individual initiative.
- iv) Interpersonal communication skills.
- v) Report writing ability.

G. MMAJ-Academy of International Studies

(1) Nelson Mandela Centre for Peace and Conflict Resolution (X-Plan SG)

(i) Qualification for the post of Associate Professor

- Good academic record with a Ph.D. Degree in *any of the following discipline: Peace Studies/ Political Science/ Sociology/ Social Work/ History/ Economics/ Psychology/ Social Anthropology/Law.*
- ii. A Master’s Degree with at least 55% marks (or an equivalent grade in a point scale wherever 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 excluding the period of Ph.D. research with evidence of published work and a minimum of 5 publications as books and/or research/policy papers.
 - iv. Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process with evidence of having guided doctoral candidates and research students.
 - v. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in UGC Regulation 2010 in Appendix III.

Desirable qualifications:

“Preference shall be given to candidates having experience in all or at least one of the following areas:

1. *Experience of conducting field based research on all or any of the following issues; Peace, conflict, security, human rights and social justice, development, social movements, social exclusion, livelihood, minorities and related issues.*
2. *Experience of working in the development sector for at least 3 years.*
3. *Exposure to and experience in designing and conducting capacity building programs on issues related to peace/security/livelihood/development issues.*
4. *Experience of proposal writing and documentation preferably in areas mentioned at serial no. 1 above.*
5. *Experience of working in or liaison with international funding organizations.*
6. *Publications of high academic standards on issues related to peace/conflict management/ conflict resolution/conflict transformation.”*

Desirable :

Candidates must have MA/M.Phil, preferably a Ph.D., with a specialization in peace and/or conflict studies (this could be a paper or dissertation), and the requisite qualifications for teaching.

NOTE: For API Score based PBAS Proforma

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(2) Center for North East Studies (XI Plan)**(i) Qualification for the post of Associate Professor**

- i. 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 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 excluding the period of Ph.D. research with evidence of published work and a minimum of 5 publications as books and/or research/policy papers.
- iv. Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process with evidence of having guided doctoral candidates and research students.
- v. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in UGC Regulation 2010 in Appendix III.

DESIRABLE SPECIALIZATION:

“In addition to the requisite qualifications and a theoretical grasp of issues, applicants are expected to have field knowledge and experience of the North Eastern region as the NE Centre will have a focus among others, also on the following sectors: Research and documentation, ethnicity and identity formation, media, the independence movement, conflict and governance, economy and development, the Sixth Schedule, migration and refugees issues, the Look East Policy and relations with neighbours and SE Asia, energy and environment.”

NOTE: For API Score based PBAS Proforma

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3. Other teaching positions under Area Study Programme, MMAJ-Academy of International Studies (posts are initially for five years, likely to continue beyond five years)**A. China Studies****(i) Qualification for the post of Associate Professor**

- i. Good academic record with Ph.D. in the discipline either of Chinese Studies, History, Political Science, Sociology, Economics, International Relations.
- ii. A Master's Degree with at least 55% marks (or an equivalent grade in a point scale wherever 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 excluding the period of Ph.D. research with evidence of published work and a minimum of 5 publications as books and/or research/policy papers.
- iv. Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process with evidence of having guided doctoral candidates and research students.
- v. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in UGC Regulation 2010 in Appendix III.

Desirable qualifications: (i) Knowledge of Chinese language (ii) Knowledge of China's History, Internal and External development and Politics and (iii) Ability to undertake and the guide research projects independently.

NOTE: For API Score based PBAS Proforma

Download Proforma <http://jmi.ac.in/Proforma/Proforma.htm>

(ii) Qualification for the post of Two Assistant Professors

- i. Good academic record as defined by the concerned university with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level either of Chinese or East Asian Studies, History, Political Science, Sociology, Social Work, Economics or International Relations 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, CSIR or similar test accredited by the UGC like SLET/SET.
- iii. Notwithstanding anything contained in sub-clauses (i) and (ii) to this Clause 4.4.1, 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 Universities/Colleges/Institutions.
- iv. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.

Desirable qualifications: Preference will be given to candidates with knowledge of Chinese and/or an East Asian language (ii) Candidates with post-doctoral research will be preferred.

(iii) Qualification for the post of Research Associates (consolidated Rs. 16000/- pm + 30% HRA)

Essential qualification:

A Master's degree with 55% of marks and /or Ph.D. in the discipline either of Chinese or East Asian Studies, History, Political Science, Sociology, Social Work, Economics or International Relations, Conflict Analysis, Conflict Management or Conflict Resolution. Candidate should have cleared NET/SLET.

Desirable qualifications (i) Preference will be given to candidates with knowledge of Chinese and/or an East Asian language (ii) The candidate should have published work related to China or the region.

Note: Selected candidates not having the required language skills at the time of appointment will have to undertake an advanced diploma in Chinese or an East Asian language course.

B. Afghanistan Studies

(i) Qualification for the post of Professor

- A. (i) An eminent scholar with Ph.D. qualification(s) either in the discipline of History, Political Science, Sociology, Economics or International Relations and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 publications as books and/or research/policy papers.
- (ii) A minimum of ten years of teaching experience in university/college, and/or experience in research at the University/National level institutions/industries, including experience of guiding candidates for research at doctoral level.
- (iii) Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process.

- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in UGC Regulation 2010 in Appendix III.

OR

- B. An 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.

Desirable qualifications: The candidate should have published work related to Afghanistan or the region. The candidate should have the ability to undertake and guide research projects independently. Knowledge of any known language spoken in Afghanistan.

NOTE: For API Score based PBAS Proforma

Download Proforma <http://jmi.ac.in/Proforma/Proforma.htm>

4. Other vacant posts (on tenure basis), MMAJ-Academy of International Studies

- (i) **Qualification for the post of** Junior Research Fellow (Consolidated Rs. 10000/- pm + 30% HRA)

M.A. with 55% marks with JRF/NET in Political Science/Economics/Sociology: Related publications, as per UGC rules.

Desirable specialization

Knowledge of African Language(s).

H. Residential Coaching Academy for the Minorities, SC, ST and Women (temporary, till project last)

- (i) **Qualification for the post of Professor (on tenure basis for three years)**

A. (i) An eminent scholar with Ph.D. qualification(s) in the concerned/allied/relevant discipline and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 publications as books and/or research/policy papers.

(ii) A minimum of ten years of teaching experience in university/college, and/or experience in research at the University/National level institutions/industries, including experience of guiding candidates for research at doctoral level.

(iii) Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process.

(iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in UGC Regulation 2010 in Appendix III.

OR

- B. An 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.

Note: Preference will be given to the candidates having Post Graduate Degree in Public Administration/History/Geography/Political Science.

Desirable:

1. Experience of coaching civil services and other services aspirants for a minimum of seven years.
2. Ability to teach in Hindi and Urdu also.

NOTE: For API Score based PBAS Proforma

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(ii) **Qualification for the post of Asstt. Professor (for woman candidate)**

- i. Good academic record as defined by the concerned university with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree Public Administration, History, Geography, Political Science 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, CSIR or similar test accredited by the UGC like SLET/SET.
- iii. 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 Universities/Colleges/Institutions.
- iv. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.

Desirable:

- (i) Experience of coaching Civil Services and other services aspirant for a minimum of two years.
- (ii) Ability to teach in Hindi and Urdu also.

I. Sarojini Naidu Centre for Women Studies (tenure posts for five years or till XII Plan period)(Teaching Staff)

(i) **Qualification for the post of Professor (Director)**

- A. (i) An eminent scholar with Ph.D. qualification(s) in the concerned/allied/relevant discipline and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 publications as books and/or research/policy papers.
- (ii) A minimum of ten years of teaching experience in university/college, and/or experience in research at the University/National level institutions/industries, including experience of guiding candidates for research at doctoral level.
- (iii) Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process.
- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in UGC Regulation 2010 in Appendix III.

OR

- B. An 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.

Desirable qualifications:

- The Head of the Centre be selected from any suitable discipline but preferably women candidate from Social Sciences or Humanities areas with Excellent Inter-personal skills.
- Contributors on extension, curriculum development etc` in women's studies, initiative to put into practice innovative programs and structures, and capacity to build relationships within University, other departments/colleges/NGOs and Women Study Centers with administrative challenge.
- UGC ToT (Training of Trainer) trained for Capacity Building, Advocacy, Gender Sensitization & Gender inclusive Programmes – Training Experience for a minimum of 3 years.
- Women Studies as an emerging field, requires considerable leadership and Interdisciplinary Teaching & Experience in Innovative Pedagogy, implementing strategies as laid down in the UGC Women Studies Guidelines

NOTE: For API Score based PBAS Proforma

Download Proforma <http://jmi.ac.in/Proforma/Proforma.htm>

(ii) **Qualification for the post of Associate Professors**

- i. 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 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 excluding the period of Ph.D. research with evidence of published work and a minimum of 5 publications as books and/or research/policy papers.
- iv. Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process with evidence of having guided doctoral candidates and research students.
- v. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in UGC Regulation 2010 in Appendix III.

Desirable qualifications:

- Preferably candidates from, Social Sciences, Humanities or Women's Studies with knowledge of spoken, written Urdu / Hindi language will be an asset.
- Priority will be given to UGC Trainers for skill enhancement, Sensitization and Capacity Building.
- Women's Studies as research & field work experience of at least 4 years with Excellent Computer Skills for drafting Reports & managing statistical programmes for data analysis
- Experience of the use of Innovative Pedagogy in teaching, training etc.

NOTE: For API Score based PBAS Proforma

Download Proforma <http://jmi.ac.in/Proforma/Proforma.htm>

(iii) **Qualification for the post of Asstt. Professors**

- i. Good academic record as defined by the concerned university 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 a relevant 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, CSIR or similar test accredited by the UGC like SLET/SET.
- iii. 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 Universities/Colleges/Institutions.
- iv. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.

Desirable qualifications:

- Preferably women candidate from Women's Studies, Social Sciences or Humanities areas with Knowledge of Urdu / Hindi or any foreign language will be an asset.
- Participated in Gender Sensitization and Capacity Building programmes.
- Inter-personal and team-building skills with Experience of interactive teaching methodology
- Women's Studies as research & field work experience of at the least 2 years with Computer Skills for drafting correspondence & Reports.

- (iv) **Qualification for the post of Research Associates (Consolidated Rs. 16000/- pm + 30% HRA)**

M.A. and Ph.D. in Political Science/Economics/Sociology: Related research publications /work on gender related issues.

2. Non-teaching staff

- (i) **Qualification for the post of Research Assistants (Scale/PB Rs. 9300-34800 GP 4200)**

- (i) A second class Master's degree in Social Science.
- (ii) At least one year's research experience in Social surveys, field studies and opinion and attitude studies.
- (iii) Adequate knowledge of Urdu and Hindi

- (ii) **Qualification for the post of Professional Assistants (Scale/PB Rs. 9300-34800 GP 4200)**

M.A/M.Sc./M.Com Degree and B. Lib. Science degree

- (iii) **Qualification for the post of Data Entry Operator (Scale/PB Rs. 5200-20200 GP 1900)**

1. PGDCA/Graduation with Computer Science/Applications or equivalent or Graduation with one year certificate course in Computers from a recognized Institution.
2. At least one year work experience in DTP, Computer Operations and Maintenance.

Desirable: Knowledge of Urdu

- (iv) **Qualification for the post of Library Assistant (Scale/PB Rs. 5200-20200 GP 1900)**

Matriculation with a minimum period of service for two years.

J. Other Non-Plan posts

- (i) **Nineteen (19) Professors:**

Qualification for the post of Professor in Educational Studies:

- a. A Master's Degree in Arts/ Humanities/Sciences/Commerce and M.Ed. each with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed).
OR
M.A. (Education) with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and B.Ed. each with a minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed).
- b. Ph.D. in Education; and
- c. At least ten years of teaching experience in University department of education or College of Education of which a minimum of five years at the .Ed. level with published work in the work in the area of his specialization.

NOTE: For API Score based PBAS Proforma

Download Proforma <http://jmi.ac.in/Proforma/Proforma.htm>

Qualification for the post of Professor in: Persian, Urdu, History (Ancient), Comparative Religion and Civilization, CIRBS*, Law, West Asian Studies, Nelson Mandela Centre for Peace and Conflict Resolution, Computer Science, Commerce:

- A. (i) An eminent scholar with Ph.D. qualification(s) in the concerned/allied/relevant discipline and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 publications as books and/or research/policy papers.
- (ii) A minimum of ten years of teaching experience in university/college, and/or experience in research at the University/National level institutions/industries, including experience of guiding candidates for research at doctoral level.
- (iii) Contribution to educational innovation, design of new curricula and courses, and technology mediated teaching learning process.

- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in UGC Regulation 2010 in Appendix III.

OR

- B. An 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.

*** candidates having qualification in Mathematics/Physics/Chemistry/Computer Sciences may apply.**

NOTE: For API Score based PBAS Proforma

Download Proforma <http://jmi.ac.in/Proforma/Proforma.htm>

Qualification for the post of Professor in European and Latin American Studies:

- A. (i) An eminent scholar with a Master's degree in *French and Francophone Studies/ Italian Studies/Portuguese Studies/Russian Studies/Spanish & Latin American Studies* and Ph.D qualification(s) in the concerned/allied/relevant discipline and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 publications as books and/or research/policy papers.
- (ii) A minimum of ten years of teaching experience in university/college, and/or experience in research at the University/National level institutions/industries, including experience of guiding candidates for research at doctoral level.
- (iii) Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process.
- (iv) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in UGC Regulation 2010 in Appendix III.

OR

- B. An 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.

Desirable qualifications:

1. Experience in curriculum development in Foreign Language Education/Translation Studies/Literary and Cultural Studies
2. Experience in structuring and teaching of Interdisciplinary work research programmes.

Note: Professor in the Centre for European and Latin American Studies may be in any of the following disciplines: *French and Francophone Studies/ Italian Studies/ Portuguese Studies/Russian Studies/Spanish & Latin American Studies*.

NOTE: For API Score based PBAS Proforma

Download Proforma <http://jmi.ac.in/Proforma/Proforma.htm>

Qualification for the post of Professor in Architecture (Design Chair) (tenure post, Bachelor's Degree in Architecture

Qualifications & Experience for candidates from Practice

With 20 years of professional experience and having done exceptional professional work.

Qualification for the post of Professor in Civil Engg. and Mech. Engg.

i. Essential:

1. A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg., & Tech., and experience of ten years in teaching, research and / or industry, out of which at least five years at the level of Assistant Professor Reader or equivalent grade.

OR

ii. In the event the candidate is from industry and the profession, the following shall constitute as essential:

1. First Class Master's Degree in the appropriate branch of Engg., & Tech.;
2. Significant professional work which can be recognized* as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech., and industrial / professional experience of ten years, out of which at least five years at a senior level of Assistant Professor / Reader,

Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

iii. Without prejudice to the above, the following conditions may be considered desirable:

1. Teaching, research industrial and / or professional experience in a reputed organization;
2. Published work, such as research papers, patents filed / obtained, books, and / or technical reports;
3. Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry;
4. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
5. Capacity to undertake / lead sponsored R&D, consultancy and related activities.

NOTE: For API Score based PBAS Proforma

Download Proforma <http://jmi.ac.in/Proforma/Proforma.htm>

Qualification for the post of Professor in the Centre for Physiotherapy and Rehabilitation Sciences

- i. Masters in Physiotherapy (M.P.T./M.P.Th./M.Th.P/M.Sc. P.T.) with eleven years total experience including five years experience as Associate Professor (Physiotherapy)
- ii. Desirable: Higher Qualification like Ph.D. in any discipline in Physiotherapy recognized by UGC/independent published work of high standard.

Qualification for the post of Associate Professors in: Urdu, English, Islamic Studies, Geography, Physics, Bio-Science, Law, Culture, Media & Governance, Jawaharlal Nehru Studies.

- i. 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 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 excluding the period of Ph.D. research with evidence of published work and a minimum of 5 publications as books and/or research/policy papers.
- iv. Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process with evidence of having guided doctoral candidates and research students.
- v. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), set out in UGC Regulation 2010 in Appendix III.

NOTE: For API Score based PBAS Proforma

Download Proforma <http://jmi.ac.in/Proforma/Proforma.htm>

Qualification for the post of Associate Professors in Mech. Engg.

- i. **Essential:**
A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg., & Tech., and experience of eight years in teaching, research and / or industry at the level of Lecturer or equivalent grade, excluding period spent on obtaining the research degree.
OR
- ii. In the event the candidate is from industry and the profession, the following shall constitute as essential:
 1. First Class Master's Degree in the appropriate branch of Engg., & Tech.;
 2. Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech., and industrial / professional experience of eight years in a position equivalent to the level of Lecturer,
Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.
- iii. Without prejudice to the above, the following conditions may be considered desirable:
 1. Teaching, research industrial and / or professional experience in a reputed organization;
 2. Published work, such as research papers, patents filed / obtained, books, and / or technical reports;
 3. Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry.

NOTE: For API Score based PBAS Proforma

Download Proforma <http://jmi.ac.in/Proforma/Proforma.htm>

Qualification for the post of Assistant Professors in: Urdu, Arabic, History (Medieval India) (temporary for three years against leave vacancy), Computer Science (D/o Maths.), Jawaharlal Nehru Studies, Culture, Media & Governance.

- i. Good academic record as defined by the concerned university 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 a relevant 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, CSIR or similar test accredited by the UGC like SLET/SET.
- iii. 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 Universities/Colleges/Institutions.
- iv. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.

Qualification for the post of Assistant Professors in Physiotherapy and Rehabilitation Science

- i. Bachelor Degree in Physiotherapy (B.P.T./B.Th./P./B.P.Th.), Masters in Physiotherapy (M.P.Th/M.Th.P./M.Sc. P.T/M.P.T.) with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) from recognized University.

Scale/PB: Professor Rs. 37400-67000 with AGP Rs. 10000; Associate Professor Rs. 37400-67000 with AGP Rs. 9000 and Asstt. Professor Rs. 15600-39100 with AGP Rs. 6000.

K. School Sector post(s)

1. #Qualification for the post of Lecturer (School) in Marketing & Salesmanship (Scale/PB: Rs. 9300-34800 with GP 4800), Jamia Sr. Sec. School.

- (i) A Master's Degree with atleast 55% marks in aggregate in Commerce with Marketing Management as one of the papers
- (ii) A B.Ed. Degree or its equivalent.

Desirable: Ability to read & write Urdu.

2. Qualification for the post of Lecturer (School) in English (Scale/PB: Rs. 9300-34800 with GP 4800), Jamia Sr. Sec. School.

- (i) A Master's Degree with atleast 50% marks.
Provided that he/she has studied the same subject at the Graduation level.
- (ii) B.Ed. Degree or its equivalent

Desirable: Ability to read & write Urdu

S.No. 3, 4 & 5 : Minimum Qualifications for the post TGT (Social Sciences and TGTs (Hindi) and TGT (Mathematics) (Scale/PB: Rs. 9300-34800 with GP 4600, Jamia Middle School:

Classes VI – VIII

- (a) B.A./B.Sc. and 2-year Diploma in Elementary Education (by whatever name known).

OR

B.A./B.Sc. with at least 50% marks and 1 year Bachelor in Education (B.Ed.)

OR

B.A./B.Sc. with at least 45% marks and 1-year Bachelor in Education (B.Ed.), in accordance with the NCTE (Recognition Norms and Procedure) Regulations issued from time to time in this regard.

OR

Senior Secondary (or its equivalent) with at least 50% marks and 4 year Bachelor in Elementary Education (B. El. Ed.)

OR

Senior Secondary (or its equivalent) with at least 50% marks and 4 year BA/B.Sc. Ed or B.A. Ed./B.Sc.Ed.

OR

B.A./B.Sc. with atleast 50% marks and 1 year B.Ed. (Special Education).

AND

- (b) Pass in the Teacher Eligibility Test (TET), to be conducted by the appropriate Government

- i). **Dipl./Degree Course in Teacher Education.** For the purposes of this Notification, a diploma/degree course in teacher education recognized by the National Council for Teacher Education (NCTE) only shall be considered. However, in case of Diploma in Education (Special Education) and B.Ed. (Special Education), a course recognized by the Rehabilitation Council of India (RC) only shall be considered.

- ii). **Training to be undergone – A person -**

(a) with BA/B.Sc. with at least 50% marks and B.Ed qualification shall also be eligible for appointment for class I to V upto 1st January, 2012, provided he undergoes, after appointment, an NCTE recognized 6-month special programme in Elementary Education.

(b) with D.Ed. (Special Education) or B.Ed (Special Education) qualification shall undergo, after appointment, an NCTE recognized 6-month special programme in Elementary Education.

iii). **Teacher appointed before the date of this Notification.** The following categories of teachers appointed for classes I to VIII prior to date of this Notification need not acquire the minimum qualifications specified in Para (1) above, 2.

(a) A teacher appointed on or after the 3rd September, 2001 i.e. the date on which the NCTE (Determination of Minimum Qualifications for Recruitment of Teachers in Schools) Regulations, 2001 (as amended from time to time came into force, in accordance with that Regulation.

Provided that a teacher of class I to V possessing B.Ed qualification, or a teacher possessing B.Ed (Special Education) or B.Ed. (Special Education) qualification shall undergo an NCTE recognized 6 – month special programme on elementary education.

(b) A teacher of class I to V with B.Ed. qualification who has completed a 6-month Special Basic Teacher Course (Special BTC) approved by the NCTE;

© A teacher appointed before the 3rd September, 2001, in accordance with the prevalent Recruitment Rules.

iv). **Teacher appointed after the date of this Notification in certain cases.** Where an appropriate Government, local authority or a school has issued an advertisement to initiate the process of appointment of teachers prior to the date of this Notification, such appointments may be made in accordance with the NCTE (Determination of Minimum qualifications for Recruitment of Teachers in Schools) Regulations, 2001 (as amended from time to time).

6. **Qualification for the post of Primary School Teacher (Scale/PB:Rs.9300-34800 with GP 4200), Jamia Middle School.**

Minimum Qualifications:

Classes I-V

(a) Senior Secondary (or its equivalent) with atleast 50% marks and 2-year Diploma in Elementary Education (by whatever name known)

OR

Senior Secondary (or its equivalent) with at least 45% marks and 2 – year Diploma in Elementary Education (by whatever name known), in accordance with the NCTE (Recognition norms and Procedure), Regulations 2002.

OR

Senior Secondary (or its equivalent) with at least 50% marks and 4-year Bachelor of Elementary Education (B.El.Ed.)

OR

Senior Secondary (or its equivalent) with at least 50% marks and 2-year Diploma in Education (Special Education).

AND

(b) Pass in the Teacher Eligibility Test (TET), to be conducted by the appropriate Government in accordance with the guidelines framed by the NCTE for the purpose

Note: The conditions from Sl. No. i) to iv) mentioned for the post in Jamia Middle School shall also apply.

7. **Qualification for the post of Adult Education Teacher (Scale/PB: Rs. 9300-34800 with GP 4200), Balak Mata Centre (temporary likely to continue).**
Graduation in any discipline with Diploma in ETE/B.Ed./Moaulim.

Ability to teach in Urdu & Hindi medium.

Two years experience of working with children & mothers from any recognized institution or reputed NGO.

Note: #Those candidates who have already applied for the post of Lecturer (S) Marketing & Salesmanship, TGTs (Hindi) vide Advt.No.03/2011-12 dt. 10.08.2011 need not apply again. They may however see the revised qualifications and submit seven copies of fresh bio-data if needed without any payment for inclusion.

L. Academic Non-vacational position

1. **Qualification for the post of Joint Director (Scale/PB: Rs. 37400-67000 with GP 10000), FTK-Centre for Information Technology.**

Essential educational qualification

Ph.D. in Computer Science/Computer Engineering/Information Technology with First Class relevant Master's Degree in Science/Engineering/Technology.

Minimum experience

Minimum 10 years of experience in administering/managing IT in a large enterprise of which at least 5 years experience as Sr. System Analyst/or equivalent in the pay band and Grade Pay of Deputy Registrar or its equivalent.

Desirable:

Experience of development and implementation of ERP and other software applications in educational institutions of higher learning/maintaining large computer networks including wireless LANs/Internet Bandwidth Management and IT Security/Project management, conceptualization & implementation of IT initiatives/e-Governance Projects/Familiarity with procurement procedures in Central/State Government/Autonomous Bodies/PSUs/End-to-end technology evolution, systems integration and standard operating procedures for networking, data-centres, systems and application.

M. Other Academic vocational positions

1. **Qualification for the post of Head of Section (Electronics) (Scale/PB: Rs. 15600-39100 GP 7600), Univ. Polytechnic**

Qualification

Master's Degree in appropriate branch of Engineering/Technology with First Class at Master's or Bachelor's Level.

Experience

5 years experience in teaching/industry/research at the level of Lecturer or equivalent.

Note: Candidates from industry/profession with a Bachelor's Degree in appropriate branch of Engineering/ Technology and with recognized professional work equivalent to Master's degree in the case of Engineering/Technology, & 5 years experience will also be eligible for the post of Head of Section.

2. **Qualification for the post of Head of Section (Humn. & Applied Scs.) (Scale/PB: Rs.15600-39100 GP 7600), Univ. Poly.**

- (i) First Class Master's Degree in engineering/technology/technical education.

OR

- Ph.D. degree in appropriate branch for teaching posts in humanities and sciences.
(ii) 5 years experience in teaching, industry and research at the appropriate levels.

Note: Candidates from industry/profession with recognized professional work equivalent to Master's Degree or Ph.D. degree as the case may be, will also be eligible.

Desirable:

- (i) Ph.D. Degree in Engineering/technology/technical education.

OR

Post Doctoral work in the case of teaching posts in humanities and sciences.

3. **Qualification for the post of Workshop Suptd. (Scale/PB: Rs. 15600-39100 GP 7000), Univ. Polytechnic.**

Qualification

Master's Degree in appropriate branch of Engineering/Technology with First Class at Master's or Bachelor's Level.

Experience

5 years experience in teaching/industry/research at the level of Lecturer or equivalent.

Note: Candidates from industry/profession with a Bachelor's Degree in appropriate branch of Engineering/ Technology and with recognized professional work equivalent to Master's degree in the case of Engineering/Technology, & 5 years experience will also be eligible for the post of Head of Section.

4. **Qualification for the post of Workshop Suptd. (Scale/PB: Rs. 15600-39100 GP 7000), Deptt. of Mechanical Engg.**

M.E. in Mechanical Engg. or its equivalent with 2 years experience in reputed industry or workshop, preferably a teaching workshop.

OR

At least a II class Bachelor's degree in Mech. Engg. or its equivalent with 5 years experience in reputed industry or workshop, preferably a teaching workshop.

N. **Other Non-teaching positions:**

1. **Qualification for the post of Assistant Registrar (Scale/PB: Rs. 15600-39100 GP 5400), Registrar's Office.**

1. Good academic record plus Master's Degree with at least 55% marks or its equivalent grade of B in the UGC seven point scale.
2. At least five years experience in educational administration at the level not lower than a Section Officer/Accountant or equivalent

Selection criteria: Total marks (200)

Written Test : 150 marks
Past service records : 25 marks
Interview : 25 marks

Four marks for each year of satisfactory service beyond the required 5 years

2. **Qualification for the post of Programmer (Scale/PB: Rs. 15600-39100 GP 5400), Faculty of Dentistry.**
 1. Master's Degree in Computer (Science/Technology/Applications/Engg./IT or equivalent with at least 60% marks in aggregate or equivalent grade.
 2. Minimum 3 years regular work experience in the field of Software development/maintenance.

3. **Qualification for the post of Network Engineer (Scale/PB: Rs. 15600-39100 GP 5400), FTK-CIT.**
Essential
 1. Master's degree in Computers Engineering/Computer Science/Computers Applications/Information Technology or equivalent.
 2. At least three years of regular and practical experience in reputed institution (s) /organization(s) in wired and wireless network operations including installation, configuration, monitoring and troubleshooting.

Desirable: Practical knowledge of network security and Internet bandwidth management

4. **Qualification for the post of One Asstt. Editor (Scale/PB Rs. 9300-34800 GP 4200), Dr.Zakir Husain Inst.of Islamic Studies.**
Essential
 1. Master's Degree in Urdu with at least 60% marks of an Indian University or academic qualification equivalent thereto, and
 2. Working knowledge of English and Hindi
 3. Five year's experience of working with an Urdu journal (proved by writing and editing and liaisoning) with contributors)

Desirable

 1. Ph.D degree in Urdu
 2. Familiarity with production and publication work.

5. **Qualification for the post of Statistical Asstt. (Scale/PB: Rs. 9300-34800 with GP 4200), Registrar's Office.**
Master's degree in Mathematics or Statistics or Second Class B.A/B.Sc. with Mathematics or Statistics as one of the subjects with 3-4 years experience of handling statistical work.
Knowledge of Urdu.

6. **Qualification for the post of Planning Asstt. ((Scale/PB: Rs. 9300-34800 with GP 4200), Registrar's Office.**
 3. A graduate degree from a Govt. recognized university/institution with atleast 50% marks in the aggregate.
 4. Work experience of 5 years in administration in a university or Govt. institution/organization;
 5. Knowledge of Computer applications like Office Excel etc.

Desirable:

 1. Knowledge of Urdu
 2. Experience of working in the planning and development related work in a university.

7. **Qualification for the post of Section Officers (one each for SC, ST and UR) (Scale/PB: Rs. 9300-34800 GP 4600), Registrar's Office.**

1. Bachelor's degree from a recognized University.
1. 5 years experience in a post of Assistant or equivalent or 10 years experience in the post of Sr. clerk or equivalent in a reputed organization (Govt./ Private).
2. Proficiency in Noting and Drafting.
4. Knowledge of Computer especially M.S. Office.

Note: The University will conduct a written examination & interview to assess the suitability of the candidates. The written test will have the following among others as major components of the test;

- a) Essay writing
 - b) Drafting
 - c) English Grammar
 - d) General Office Procedure
 - e) Service Rules, etc.
 - f) Computer application.
- Weightage of interview shall not be more than 15% of total marks.
 - Knowledge of Urdu and Hindi shall be desirable qualification for all the teaching and non-teaching posts in JMI.

8. **Qualification for the post of Office Assistants (Scale/PB: Rs. 9300-34800 GP 4200), Registrar's Office.**

1. Bachelor's degree from a recognized university.
2. 5 years experience in a post of UDC or equivalent or 10 years as LDC or equivalent in a reputed organization Private/Govt)
3. Proficiency in Noting and Drafting.
4. Knowledge of Computer especially M.S. Office.

Note: The University will conduct a written examination & interview to assess the suitability of the candidates. The Written test will have the following among others as major components of the test;

- a) Essay writing
 - b) Drafting
 - c) English Grammar
 - d) General Office Procedure
 - e) Service Rules, etc.
 - f) Computer application
- * Weightage of interview shall not be more than 15% of total marks.
 - * Knowledge of Urdu and Hindi shall be desirable qualification for all the teaching and non-teaching posts in JMI.

9. **Qualification for the post of Personal Asstt. (Scale/PB: Rs. 9300-34800 GP 4200), Registrar's Office.**

Senior Secondary with a minimum speed of 40 w. p. m. in English Typing and 120 w.p.m. in shorthand in English.

Knowledge of Computer Application

Knowledge of Urdu

Desirable:

- (i) Graduate with previous experience of noting & drafting in English
- (ii) Knowledge of Hindi

10. **Qualification for the post of Five UDCs (Scale/PB: Rs. 5200-20200 GP 2400), Registrar's Office.**
1. Graduate
2. Good Knowledge of Urdu, Hindi & English; and
3. Knowledge of Typing, Filing and accounts preferable.
11. **Qualification for the post of Technician (Scale/PB: Rs. 9300-34800 with GP 4200), D/o Biosciences.**
B.Sc. with Biology with 5 years experience in concerned lab.
12. **Qualification for the post of Sr. Lab. Assistants (Scale/PB: Rs. 5200-20200 GP 2800), D/o Chemistry.**
Intermediate with Science subject having 5 years experience, working in a Chemistry Lab. At University level
13. **Qualification for the post of Technical Assistant (Scale/PB: Rs. 5200-20200 with GP 2800), Deptt. of Civil Engg.**
Three years Diploma or equivalent in Civil Engg. with three years relevant experience.
OR
Two Years ITI certificate or equivalent in relevant trade (after High School) with 10 years relevant experience.
OR
Two Years ITI certificate or equivalent in relevant trade (after Class VIII) with 15 years relevant experience.
14. **Qualification for the post of Technical Assistant (Scale/PB: Rs. 5200-20200 GP 2800), Deptt. of Mech. Engg.**
Three years Diploma or equivalent in Mechanical Engg./ Production Engg, with three years relevant experience.
OR
Two Years ITI certificate or equivalent in relevant trade (after High School) with 10 years relevant experience.
OR
Two Years ITI certificate or equivalent in relevant trade (after Class VIII) with 15 years relevant experience.
15. **Qualification for the post of Technician-B (Scale/PB: Rs. 5200-20200 with GP 1900), D/o Mech. Engg.**
Essential: ITI certificate or equivalent (after Class VIII) with 8 years experience/I.T.I Certificate or equivalent (after High School) with 4 years experience/Graduation with on year Diploma in Computer Applications.
Desirable: Experience in handling Audio Video Teaching Aids and Computer Systems.
16. **Qualification for the post of Nurse (Male) (Scale/PB: Rs. 9300-34800 GP 4200), Dr. M.A. Ansari Health Centre.**
Degree or Diploma in nursing from a recognized institution and at least one year of working in any hospital. Candidates with experience in obstetrics and Gynecology ward and or operation theatre shall be preferred.

17. **Qualification for the post of Video Editor (Scale/PB: Rs. 9300-34800 GP 4600), AJK-MCRC.**
1. FTTI Diploma in Editing (2 years course)
OR
B.Sc. (Electronics)
OR
3 years Diploma in Electronics & Telecomm.
 2. 5 years experience in Editing of Video/Film programmes
- Desirable:
1. Working knowledge of Urdu/Hindi
 2. Ability to instruct the students in video editing and practical.
18. **Qualification for the post of Asstt. Conservationist (Scale/PB: Rs. 5200-20200 GP 2800), Dr. Zakir Husain Library.**
1. B.A. (Hons.) in History/ B.A. (Pass) with History with at least 50% marks in aggregate.
 2. Diploma/Certificate in Archival Studies from the National Archives of India.
 3. Adequate knowledge of Arabic/Persian
- Desirable:**
1. Experience in digitization/library automation.
 2. M.A. History with 50% marks.