



Swami Ramanand Teerth Marathwada University,
"Dnyanteerth", Vishnupuri, **Nanded-431 606** (M.S.)

ADVT NO. SRTMUN/SP-01/2008

Applications are invited from the eligible candidates for the following post to be filled in Swami Ramanand Teerth Marathwada University in prescribed format.

Sr.No.	Name of Post	No. of Post	Reservation
1	Finance & Accounts Officer	01	OPEN

Applicants shall apply on the prescribed application form of this University only. The application form and other information like educational qualification and experience etc. is available on website of the University www.srtmun.ac.in & www.maharashtra.gov.in on Government website. The tenure of the post is for five years.

Candidate should attach a D.D. of Rs. 500/- (non-refundable) from Nationalized bank, payable at Nanded in favour of 'Registrar, Swami Ramanand Teerth Marathwada University, Nanded' with application.

The last date for submitting application in prescribed form duly completed in TEN copies is **30th April, 2008**.

Date : 26/03/2008

Registrar

Swami Ramanand Teerth Marathwada University,
“Dnyanteerth”, Vishnupuri, Nanded-431 606 (Maharashtra)

ADVT NO. SRTMUN/SP-01/2008)

Details of Qualifications, Experience, Pay Scale and additional information for the post of Finance & Accounts Officer :

Post name : Finance & Accounts Officer
No. of Post : 1 (One) , Reservation : OPEN
Pay Scale : Rs. 16400-450-20900-500-22400

Qualifications :

1. A Master's Degree with at least 55% of the marks or its equivalent grade of B in the UGC 7 point scale.
Condition of 55% of marks at master's degree examination is relaxable in case of applicants who are already in the university system.
2. At least 15 years of experience as Lecturer(Senior Scale) / Lecturer with 8 years experience in Reader's Grade along with experience in educational administration.

OR

Comparable experience in research establishment and / or other institutions of Higher Education.

OR

15 years of Administrative Experience of which 8 years as Deputy Registrar or an equivalent post.
3. Knowledge and experience in the field of Finance & Accounts will be desirable.

Important notes :

1. The appointment shall be for a term of five years. During this tenure, in case of retirement, the age of retirement shall be 58 years for a person from the non-teaching cadre and 60 years for a person from the teaching cadre.
2. Age limit : Candidates should not be less than 45 years of age. No upper age limit for the employees of Universities and affiliated Colleges.
3. Working knowledge of Marathi is essential.
4. No TA/DA will be paid either for attending the interview or for joining the post.
5. The allowances and benefits as admissible under State Government and University rules in force from time to time.

(...2)

6. Small Family Declaration Certificate in the enclosed prescribed format should be submitted along with the application.
7. Qualification and Age shall be considered as on closing date.
8. A candidate furnishing incorrect or false information shall stand disqualified at any stage.
9. The right is reserved with the University either to fill or not to fill the post or to modify / alter / cancel the advertisement.
10. Applicants already employed should send their application through proper channel.
11. Applications received after the last date incomplete application and not submitted through proper channel will not be considered and no intimation in this regard will be sent to the candidate.
12. Applicants shall apply on the prescribed application form of this University only, which is available on website of the university www.srtmun.ac.in and on Govt. website : www.maharashtra.gov.in (.)
13. Applicants will be required to enclose attested copies of the certificates of their educational qualifications, experience, research experience etc.
14. The University will not be responsible for postal delay, if any.
15. Canvassing directly or indirectly will be treated as disqualification.
16. No queries or correspondence regarding issue of call letters for interview / selection of candidates will be entertained at any stage.
17. Application in prescribed format as downloaded from the website of the University or Government will be accepted on or before **30th April, 2008** in person or by post within office hours on all working days (except public holidays, 1st and 3rd Saturday) along with Demand draft of Rs. 500/- (non refundable) from Nationalized Bank, payable at Nanded in favour of **“Registrar, Swami Ramanand Teerth Marathwada University, Nanded”**.
18. The last date for submitting application, in prescribed forms, duly completed, in TEN copies is **30th April, 2008**.

Place : Nanded
Date : 26/03/2008

Dr. P. D. Jadhav
Registrar



Swami Ramanand Teerth Marathwada University, Nanded

Date :

APPLICATION FORM FOR EMPLOYMENT

Advertisement No.

Post applied for

Paste here
Recent Passport
Size Photo duly
Attested by Gazetted
Officer

1) Name : _____

(in Capital letters) Surname

First Name

Father's / Husband's Name

2) Address for Correspondence : _____

_____ Pin Code _____

3) Contact Tel. Nos. : STD code _____ (Res.) _____ (Off.) _____

Mobile No. _____

4) Date of Birth : _____ (in words) _____

5) Age as on : _____

(Please furnish copy of S.S.C. Certificate / School leaving Certificate etc.)

6) Nationality : _____

7) Religion : _____

8) Category : _____

9) Caste : _____

10) Sex : Male / Female
(please strike √ mark)

11) Marital Status : Married / Unmarried
(If married attach form 'A')

12) Whether belongs to Ex-Serviceman

- Yes / No
(if yes, attach documentary proof)

13) Whether handicapped ? :

Yes / No
(If yes, whether hearing impaired / vision
impaired / physically handicapped
(Put up √ mark & furnish documentary proof).)

14) Application Fees : Rs. _____ D. D. No. _____ Date : _____

Name of the Bank : _____

(Draft drawn on Nationalized Bank payable at Nanded and put your name & address behind the D.D.)

(contd...2)

15) Educational Qualifications : (Mandatory to attach all necessary copies of attested mark sheets of SSC onwards)

Sr. No.	Examination Passed	Year of Passing	Name of Board / University	Subjects Taken	Percentage of Marks obtained	Grade
01						
02						
03						
04						
05						
06						

16) Experience : (Mandatory to attach attested copies of necessary documents)

Sr. No.	Name of the Institution	Post held	Period		Pay Scale & Basic Pay	Reason for leaving services (if any)
			From	To		
01						
02						
03						
04						
05						

17) Any other information, which you would like to provide : _____
(Please attach separate sheet if necessary)

Declaration

18) I certify that the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted. If at any time I am found to have concealed / distorted any material information my appointment shall be liable to be summarily terminated without notice / compensation.

Place :
Date :

(Signature of the Candidate)

NOTE : *Incomplete Application will be rejected immediately and no correspondence will be entertained on this behalf.*

Declaration
FORM "A"
(See Rule – 04)

I Shri. / Smt. / Sau. _____ Son /
Daughter / Husband / Wife of Shri. _____
Aged _____ years resident at _____

_____ 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 the children born after 28th March, 2006, I am liable to be disqualified for the same post.

Place :
Date :

Signature of Applicant