



## MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR

Moraj Design and Decorators (DnD) Building, Adjacent to Mihan Flyover, Near OIL Depot,  
Khapri, Wardha Road, Nagpur 44 11 08 [Maharashtra]

**RN-7 / November 30, 2018**

Maharashtra National Law University, Nagpur invites applications for the following Positions:

Sl. No.	Position	Number of Positions	Application Fee
1.	<b>Registrar</b> Scale of Pay: Rs.37,400-67,000/- (PB-4) AGP Rs.10,000/-	01 (UR)	Rs.750/- (For General Candidates) Rs.500/- (For Others)
2.	<b>Professor of Law</b> (On-lien / Temporary) Scale of Pay: Rs.37,400-67,000/- (PB-4) AGP Rs.10,000/-	01(SC)	Rs.750/- (For General Candidates) Rs.500/- (For Others)
3.	<b>Assistant Professor of Law</b> (Contractual /Temporary) Scale of Pay: Rs.15,600-39,100/- (PB-3) AGP Rs.6,000/-	03 (02 UR & 01 SC)	Rs.750/- (For General Candidates) Rs.500/- (For Others)
4.	<b>Assistant Professor of Economics</b> (Contractual /Temporary) Scale of Pay: Rs.15,600-39,100/- (PB-3) AGP Rs.6,000/-	01(UR)	Rs.750/- (For General Candidates) Rs.500/- (For Others)
5.	<b>Assistant Professor of English</b> (Contractual /Temporary) Scale of Pay: Rs.15,600-39,100/- (PB-3) AGP Rs.6,000/-	01(SC)	Rs.750/- (For General Candidates) Rs.500/- (For Others)
6.	<b>Finance and Accounts Officer</b> Pay Scale: Rs.37400-67000/- with AGP Grade Pay Rs.8900/- plus other allowances as per the Rules and Regulations of the University.	01(UR)	Rs.750/- (For General Candidates) Rs.500/- (For Others)
7.	<b>Deputy Registrar</b> Rs.15,600-Rs.39,100 with AGP Rs.6,600 plus other allowances as per the Rules and Regulations of the University.	01(UR)	Rs.750/- (For General Candidates) Rs.500/- (For Others)
8.	<b>Deputy Librarian</b> Scale of Pay: Rs.37,400-67,000/- (PB-4) AGP Rs.9,000/-	01(UR)	Rs.750/- (For General Candidates) Rs.500/- (For Others)
9.	<b>System Administrator</b> Scale of Pay: Rs.9,300-34,800/- (PB-3) GP Rs.5,400/-	01 (UR)	Rs.750/- (For General Candidates) Rs.500/- (For Others)

10.	<b>University Engineer</b> (Contractual / Temporary) Consolidated Monthly Pay of Rs.1,00,000- Rs.1,25,000/- (Negotiable)	01(UR)	Rs.750/- (For General Candidates) Rs.500/- (For Others)
11.	<b>Accountant</b> (Contractual / Temporary) Scale of Pay: Rs.9,300-34,800/- (PB-3) GP Rs.4,400/-	01(UR)	Rs.750/- (For General Candidates) Rs.500/- (For Others)
12.	<b>Hostel Warden (Male)</b> Scale of Pay: Rs.9,300-34,800/- (PB-3) GP Rs.4,400/-	01(UR)	Rs.750/- (For General Candidates) Rs.500/- (For Others)
13.	<b>Library Assistant</b> (Contractual / Temporary) Consolidated Monthly Pay of Rs.12,000/-	01 (UR)	Rs.250/- (For General Candidates) Rs.150/- (For Others)
14.	<b>Electrician</b> (Contractual / Temporary) Rs.16,000/- (Consolidated Pay per month)	01(SC)	Rs.150/-
15.	<b>Plumber</b> (Contractual / Temporary) Rs.10,000/- (Consolidated Pay per month)	01(SC)	Rs.150/-
16.	<b>Driver</b> (Contractual / Temporary) Rs.16,000/- (Consolidated Pay per month)	01(ST)	Rs.150/-
17.	<b>Guesthouse Attendant</b> (Contractual / Temporary) Rs.10,000/- (Consolidated Pay per month)	01 (UR)	Rs.150/-

**Note: Presently the University is offering pay scales as per 6<sup>th</sup> Pay Commission. As and when the University adopts 7<sup>th</sup> Pay Commission the Pay Scales will be revised.**

**LAST DATE FOR RECEIPT OF FILLED-IN APPLICATION: DECEMBER 22, 2018  
(SATURDAY)**

**QUALIFICATIONS AND EXPERIENCE:**

**REGISTRAR**

**Eligibility:**

**Direct Recruitment**

A Master's Degree in any discipline from a recognized University / Institution with at least 15 years' of experience as Assistant Professor in the AGP of Rs.7,000/- and above, or with 8 years' of service in the AGP of Rs.8000/- and above including as Associate Professor 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 shall be as Deputy Registrar or an equivalent post.

**On Deputation:**

Officers under the Central / State Governments / Judiciary / Universities / Recognized Research Institutes or Institutes of national importance: -

- Holding analogous post and
- Possessing A Master's Degree in any discipline from a recognized University

**Desirable**

Candidates having Degree in Law shall be preferred, must be Tech savvy,

preference would be given to those who have command in reading and writing Marathi language.

For role and responsibility of the Registrar please click here <http://www.nlunagpur.ac.in/r.pdf>

**Age:** As per UGC Norms.

**Mode of Appointment:** For a period of (05) Five years' subject to further renewal.

## **PROFESSOR OF LAW**

### **Eligibility (A or B)**

A. i) An eminent scholar having a Ph.D. Degree 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 research publications in the peer-reviewed or UGC-listed journals and a total research score of 120 as per the criteria given in Appendix II, Table 2 as per UGC Regulations of Minimum Qualifications for appointment of Teachers and other Academic Staff in Universities and Colleges and measures for the Maintenance of standards in Higher Education, 2018 notified July 18, 2018.

ii) A minimum of ten years of teaching experience in university/college as Assistant Professor/Associate Professor/Professor, and / or research experience at equivalent level at the University/National Level Institutions with evidence of having successfully guided doctoral candidate.

### **OR**

B. An outstanding professional, having a Ph.D. Degree in the relevant/allied/ applied disciplines, from any academic institutions (not included in A above,) / industry, who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, supported by documentary evidence provided he/she has ten years' experience.

## **ASSISTANT PROFESSOR OF LAW / ECONOMICS / ENGLISH**

### **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 a similar test accredited by the UGC, like SLET/SET 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/SLET/SET:

*Provided*, the candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinance/Bye-laws/Regulations of the Institution awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET 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 candidates 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.

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

**Note:** NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

**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) or (iii) the Academic Ranking of World Universities (ARWU) of the Shanghai Jiao Tong University (Shanghai).

**Note:** The Academic score as specified in Appendix II (Table 3A) as per UGC Regulations of Minimum qualifications for appointment of Teachers and other Academic Staff in Universities and Colleges and measures for the Maintenance of standards in Higher Education, 2018 notified July 18, 2018 for Universities 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.

## **FINANCE AND ACCOUNTS OFFICER**

### **Eligibility**

1. Master Degree with Commerce or Business Administration (Finance) with at least 55% marks or its equivalent grade 'B' in UGC seven-point scale or Comparable equivalent degree in relevant area.
  - a. At least 15 years of experience as Assistant Professor in the AGP of Rs.7000/- and above or with 08 Years of Service in the AGP of Rs.8000/- and above including as Associate Professor along with experience in educational administration.
 

**OR**
  - b. Comparable experience in Research Establishment and/ or other Institutions of higher education.
 

**OR**
  - c. 15 Years of administrative experience of which 08 years as Deputy Registrar in Grade Pay Rs.7600/- or above or an equivalent post with experience in Finance and Accounts.
 

**OR**
2. A qualified Chartered Accountant with at least 10 years of working experience in the relevant field of activities.

Desirable:

- i. Working experience of Budgeting & Financial Accounting etc. in Autonomous bodies / Higher Educational Institutions will be preferred.
- ii. Good working knowledge of Rules and Regulations of Central Universities, State Universities, R&D institutions relating to account / audit, service conditions and related financial matter.
- iii. Candidate should have a Certificate of D.O.E.A.C. Societies 'C.C.C' of 'O' Level or 'A' level or 'B' level or 'C' level or MSCIT Certificate or an Equivalent Certificate prescribed by the Government

**Age :**

The upper age limit is 58 Years

**Mode of Appointment:**

The appointment shall be made either on deputation or on direct recruitment basis initially for a period of One Year extendable up to Three years.

**DEPUTY REGISTRAR**

**Eligibility**

A Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC 7-point scale; along with -

- i. Nine Years' of experience as Assistant Professor in the AGP of Rs.6000/- and above with experience in educational administration

**OR**

- ii. Comparable experience in research establishment and/or other institutions of higher education,

**OR**

- iii. 5 Years of administrative experience as Assistant Registrar or in an equivalent post.

**Age :**

The upper age limit is 58 Years

**Mode of Appointment:**

The appointment shall be made initially for a period of One Year extendable up to Three years.

**DEPUTY LIBRARIAN**

**Eligibility**

- i) A Master's Degree in library science/information science/documentation science, with at least 55% marks or an equivalent grade in a point-scale, wherever grading system is followed.
- ii) Eight years of experience as an Assistant University Librarian/College Librarian.
- iii) Evidence of innovative library services including integration of ICT in library.
- iv) A Ph.D. Degree in Library science / Information Science / Documentation Science / Archives and manuscript keeping / computerization of library.

**Age:**

The upper age limit is 58 Years

**Mode of Appointment:**

The appointment shall be made initially for a period of One Year extendable up to Three years.

## **SYSTEM ADMINISTRATOR**

### **Eligibility**

B.E. / B.Tech. Degree in Computer Science and Engineering / Information Technology or MCA or M.Sc. in Computer Science / Information Technology from a recognized University with at least 60% marks or its equivalent in the CGPA scale with five years of experience in computing at the level of a System Analyst.

**Age:** Not less than 18 years and not more than 38 years of age (43 years to SC, ST, NT/DT, OBC, & SBC candidates of Maharashtra State only) There is no age limit to those who are already in service of the University or affiliated colleges and aided posts.

## **UNIVERSITY ENGINEER**

### **Eligibility**

A Bachelor's of Technology in Civil Engineering and Master of Technology in Civil Engineering from a recognized University / Institution with a minimum of ten years of experience in quality control, QS and State Government procedures to supervise the construction works of the University or Engineer with more than ten years of experience in senior positions.

Retired State Government Engineers having experience in the field can also apply. Candidates with 10 years of experience in big projects / governmental experience / international experience would be preferred.

## **ACCOUNTANT**

### **Eligibility**

A Master's Degree in Commerce from a recognized University / Institution with minimum experience of two years as Junior Accountant in any University / Central or State Government Organization. The candidates must have adequate computer proficiency in Tally ERP.

**OR**

A qualified Chartered Accountant with Article ship experience or B.Com. from recognized University / Institution with minimum 3 years' experience as a Junior Accountant

**Age:** Not less than 18 years and not more than 38 years of age (43 years to SC, ST, NT/DT, OBC, & SBC candidates of Maharashtra State only) There is no age limit to those who are already in service of the University or affiliated colleges and aided posts.

## **HOSTEL WARDEN (MALE)**

### **Eligibility**

- i) Degree / Post Graduation Degree of Recognized University. Must have experience as a clerk or equivalent post/cadre in the same pay scale having

**OR**

- ii) If the candidates are in service in any educational institute in Class- 'C', must have experience of Administration / Official for 5 years.

Ex-Servicemen / Candidates having experience of working in Hostels shall be given preference if found fit.

**Age:** Not less than 18 years and not more than 38 years of age (43 years to SC, ST, NT/DT, OBC, & SBC candidates of Maharashtra State only) There is no age limit to those who are already in service of the University or affiliated colleges and aided posts.

## **LIBRARY ASSISTANT**

### **Eligibility**

Bachelor of Library & Information Science or equivalent degree. Preference will be given to the candidates having relevant work experience in the Law Library with computer knowledge will be preferred. Good command over English, Marathi and Hindi.

**Note:** Candidates shall be required to work in the nightshift also.

## **ELECTRICIAN**

### **Eligibility**

- i. The candidate must possess Diploma in Electrical from any recognized Polytechnic or certification from I.T.I Trade.
- ii. The candidate must possess a certificate of passing of Supervisory competency examination of Government of Maharashtra.
- iii. The candidate must have experience of installation of Transformer, High Tension and Low Tension Line and experience of 2 years working in the laboratory.
- iv. The candidate must competent to repair electrical articles such as motor pumps, refrigerator, fans, geyser, grinder, mixer & electrical fault repairs installation of cabling.

## **PLUMBER**

### **Eligibility**

- i. Must have passed 8<sup>th</sup> standard. Having experience in plumbing work.
- ii. The candidate must possess a certificate issued by competent Institute of Plumbing or I.T.I.

## **DRIVER**

### **Eligibility**

- i) Minimum 10<sup>th</sup> class passed.
- ii) Having valid vehicle permanent driving license issued by Transport Officer for driving HMV / PSVBUS (Badge Compulsory).
- iii) Two years Driving experience.
- iv) Should have technical knowledge of the Vehicle.
- v) English/Marathi/Hindi writing knowledge essential. Candidates speaking English and Hindi will be given preference.

## **GUESTHOUSE ATTENDANT**

### **Eligibility**

- i) Minimum 10<sup>th</sup> std. passed (Higher qualifications will be preferred)
- ii) Should have knowledge of Marathi, Hindi and English

**Age:** Not less than 18 years and not more than 38 years of age (43 years to SC, ST, NT/DT, OBC, & SBC candidates of Maharashtra State only) There is no age limit to those who are already in service of the University or affiliated colleges and aided posts.

### **GENERAL CONDITIONS**

1. **Applicants must apply on prescribed format available on website (<http://www.nlnunagpur.ac.in>).** Applications received in any other format other than the prescribed form will be rejected. Filled in Application form with attested copies of all relevant documents should be sent to the **OSD (Academics), Maharashtra National Law University, Nagpur**, Moraj Design and Decorators (DnD) Building, Adjacent to Mihan Flyover, Near OIL Depot, Khapri, Wardha Road, Nagpur 44 11 08 [Maharashtra]. Please download the form and fill it carefully and correctly. An application with incomplete documentation or incorrect information is liable to be summarily rejected.
2. The envelope should be **super-scribed** as “Application for the post of <--name of the post -->”.
3. E-mail addresses of the candidates (if any) must be mentioned in the proper place of the Application Form
4. The Applicants are required to send an advance scanned copy of Filled-in Application to [mnlnunagpur@gmail.com](mailto:mnlnunagpur@gmail.com)
5. Only shortlisted candidates will be called for interview. The University reserves the right to place reasonable limit on the total number of candidates to be called for interview. Fulfilment of essential qualifications *per se* does not entitle a candidate to be called for interview. Those who are possessing higher qualifications and exposure to National Law University system shall be given preference in short-listing the candidates.
6. Stringent criteria including written test / demo Lecture may be applied for short-listing the candidates to be called for interview.
7. The University reserves the right to relax any requirements of experience and age for exceptional candidates, especially for those holding a similar position in a reputed educational / research Institution and having a good track record.
8. The University reserves the right to withdraw any advertised post at any time without assigning any reason. The right is also reserved with the University either to fill or not to fill any position and its decision in this regard shall be final.
9. The University reserves the right to modify / cancel / withdraw any communication made to the candidates(s), even after appointment, if this has been the result of some inadvertent mistake either in the advertisement or the recruitment process which may have been detected at a different stage.
10. The University reserves the right to disqualify any candidate who may have been shortlisted based on wrong information provided by the candidate. Persons who may be selected / appointed based on wrong information supplied by the candidate may be terminated at any stage.
11. The University reserves the right to disqualify any candidate who attempts to lobby or canvass to influence the selection process.



12. candidates who are currently employed must submit a 'No objection certificate' from their current employer along with their application, without which their application will not be considered further.
13. The applicants from reserved categories must submit an attested copy of the relevant certificates signed by the appropriate authority along with their application form.
14. The University will not be responsible for either any non-receipt of application sent by a candidate or any delay in receiving the application sent by a candidate, on any account.
15. The hard copy of the application form duly filled in the prescribed form must reach the Office of the OSD (Academics) on or before the **last date** at the under-mentioned address. Applications received after last date shall not be included in the selection process.
16. Applicants serving in Government / Semi-Government organizations / Public Sector Undertakings / Autonomous Bodies must send their applications **Through Proper Channel**. The applications received without the recommendations of the employer (s) will not be considered. However, an advance copy of application may be sent followed by the original application through proper channel.
17. Candidates shall have to produce original documents at the time of appearing in Interview.
- 18. Incomplete applications** or without relevant supporting enclosures (self-attested copies of degree / certificates / marks sheets / experience certificate, etc.) will be **rejected at the threshold**.
19. Application fee must be paid through Demand Draft drawn in favour of **“Registrar, MNLU, Nagpur” payable at Nagpur**. The Demand Draft must be enclosed with the application form. A candidate is requested to write his / her name, advertisement number and the serial number of the post behind the Demand Draft. For safety, it is advisable to send applications by either Registered Post or a reliable Courier Service.
20. The decision of the University authorities during the different stages of the selection process will be final and binding.
21. Selected candidates will be governed by the Maharashtra National Law University, Nagpur Service and Financial Regulations.
22. In case of any dispute / suit or legal proceeding against the University, the jurisdiction shall be restricted to the Courts in Nagpur, which is the Headquarters of the University.

**Address to send the hard copy of the Filled-in Application**

**OSD (Academics),  
Maharashtra National Law University, Nagpur  
Moraj Design and Decorators (DnD) Building,  
Adjacent to Mihan Flyover, Near OIL Depot,  
Khapri, Wardha Road, Nagpur 44 11 08  
Maharashtra**

**Sd/-  
Registrar**