

ANNEXURE – A

| Registrar | | |
|------------------|--|--|
| S. No. | Particular | Essential Eligibility Conditions |
| 1. | Name of the Post | Registrar |
| 2. | No. of Posts | 1 (One) |
| 3. | Classification | Group A |
| 4. | Minimum Scale of Pay | Level 14 |
| 5. | Whether Selection Post or Non-selection Post | Selection Post |
| 6. | Maximum Age for Direct Recruitment on the last date of filling application | 57 Years |
| 7. | Appointing Authority | Executive Council with approval of Chancellor (The Chief Justice of M.P. High Court) on the recommendation of the duly constituted Selection Committee |
| 8. | Educational and other qualifications | 1) A Master's Degree with at least 55% of marks or an equivalent grade in a point scale wherever grading system is followed. 2) At least fifteen (15) years of experience as Assistant Professor in the Teaching Level 11 and above or with 8 years of service in the Academic Level 12 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 Fifteen (15) years of administrative experience, of which eight (08) years shall be as Deputy Registrar |
| 9 | Period of probation, if any | Not Applicable |
| 10. | Term of Appointment | 5 Years on tenure basis |
| 11. | Age of Superannuation and Other conditions of service | As per the provisions of the Act, Statutes and Regulations of the University |

ANNEXURE-A (Cont.)

| Controller of Examination | | |
|----------------------------------|--|--|
| S. No. | Particular | Essential Eligibility Conditions |
| 1. | Name of the Post | Controller of Examination |
| 2. | No. of Posts | 1 (One) |
| 3. | Classification | Group A (created by the Act 31 of 2018) |
| 4. | Minimum Scale of Pay | Level 14 |
| 5. | Whether Selection Post or Non-selection Post | Selection Post |
| 6. | Maximum Age for Direct Recruitment on the last date of filling application | 57 Years |
| 7. | Appointing Authority | Executive Council on the recommendation of the duly constituted Selection Committee |
| 8. | Educational and other qualifications | 1) A Master's Degree with at least 55% of marks or an equivalent grade in a point scale wherever grading system is followed. 2) At least fifteen (15) years of experience as Assistant Professor in the Teaching Level 11 and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration, preferably in examination administration. <p style="text-align: center;">Or</p> Comparable experience in research establishment and/or other institutions of higher education <p style="text-align: center;">Or</p> Fifteen (15) years of administrative experience, of which eight (08) years shall be as Deputy Registrar |
| 9. | Period of probation, if any | Not Applicable |
| 10. | Term of Appointment | 5 Years on tenure basis |
| 11. | Age of Superannuation and Other conditions of service | As per the provisions of the Act, Statutes and Regulations of the University |

ANNEXURE-A (Cont.)

| Finance Officer | | |
|-----------------|--|--|
| S. No. | Particular | Essential Eligibility Conditions |
| 1. | Name of the Post | Finance Officer |
| 2. | No. of Posts | 1 (One) |
| 3. | Classification | Group A |
| 4. | Minimum Scale of Pay | Level 14 |
| 5. | Whether Selection Post or Non-selection Post | Selection Post |
| 6. | Maximum Age for Direct Recruitment on the last date of filling application | 57 Years |
| 7. | Appointing Authority | Executive Council on the recommendation of the duly constituted Selection Committee |
| 8. | Educational and other qualifications | <p>1) A Master's Degree in Commerce/ Finance/ Financial Management with at least 55% of marks or an equivalent grade in a point scale wherever grading system is followed.</p> <p>2) At least fifteen (15) years of experience as Assistant Professor in the Teaching Level 11 and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration, preferably in financial administration.</p> <p style="text-align: center;">Or</p> <p>Comparable experience in research establishment and/or other institutions of higher education</p> <p style="text-align: center;">Or</p> <p>Fifteen (15) years of administrative experience, of which eight (08) years shall be as Deputy Registrar</p> <p><u>Desirable</u>- A Chartered or Cost Accountant degree or diploma.</p> |
| 9 | Period of probation, if any | Not Applicable |
| 10. | Term of Appointment | 5 Years on tenure basis |
| 11. | Age of Superannuation and Other conditions of service | As per the provisions of the Act, Statutes and Regulations of the University |

ANNEXURE-A (Cont.)

| Deputy Registrar (Administration) | | |
|--|--|--|
| S. No. | Particular | Essential Eligibility Conditions |
| 1. | Name of the Post | Deputy Registrar (Administration) |
| 2. | No. of Posts | 1 |
| 3. | Classification | Group A |
| 4. | Minimum Scale of Pay | Level-12 After three years of service as Deputy Registrar in level 12 of 7 th CPC, an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the Level 13 and redesignated as Joint Registrar. |
| 5. | Whether Selection Post or Non-selection Post | Selection Post |
| 6. | Maximum Age for Direct Recruitment on the last date of filling application | Maximum 45 years (age as on the last date of filling application) |
| 7. | Appointing Authority | Executive Council on the recommendation of the duly constituted Selection Committee |
| 8. | Educational and other qualifications | Essential: Educational Qualification: Master's degree in any discipline with at least 55% marks or its equivalent Grade in a point scale wherever grading system is followed. Experience: i) 9 years' experience of Assistant Professor in Academic level 10 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 in the pay scale of Assistant Registrar. |
| 9 | Period of probation, if any | One Year |
| 10. | Age of Superannuation and Other conditions of service | As per the provisions of the Act, Statutes and Regulations of the University |

ANNEXURE-A (Cont.)

| Deputy Registrar (Examination) | | |
|---------------------------------------|--|--|
| S. No. | Particular | Essential Eligibility Conditions |
| 1. | Name of the Post | Deputy Registrar (Examination) |
| 2. | No. of Posts | 1 |
| 3. | Classification | Group A |
| 4. | Minimum Scale of Pay | Level-12 After three years of service as Deputy Registrar in level 12 of 7 th CPC, an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the Level 13 and redesignated as Joint Registrar. |
| 5. | Whether Selection Post or Non-selection Post | Selection Post |
| 6. | Maximum Age for Direct Recruitment on the last date of filling application | Maximum 45 years (age as on the last date of filling application) |
| 7. | Appointing Authority | Executive Council on the recommendation of the duly constituted Selection Committee |
| 8. | Educational and other qualifications | <p>Essential:</p> <p>Educational Qualification: Master's degree in any discipline with at least 55% marks or its equivalent Grade in a point scale wherever grading system is followed.</p> <p>Experience:</p> <p>i) 9 years' experience of Assistant Professor in Academic level 10 and above with experience in Educational Administration, preferably in examination administration.</p> <p align="center">or</p> <p>ii) Comparable experience in research establishment and/ or other institutions of higher education,</p> <p align="center">or</p> <p>iii) 5 years of administrative experience in the pay scale of Assistant Registrar.</p> |
| 9 | Period of probation, if any | One Year |
| 10. | Age of Superannuation and Other conditions of service | As per the provisions of the Act, Statutes and Regulations of the University |

ANNEXURE-A (Cont.)

| Assistant Registrar (Examination) | | |
|--|--|---|
| S. No. | Particular | Essential Eligibility Conditions |
| 1. | Name of the Post | Assistant Registrar (Examination) |
| 2. | No. of Post | 1 |
| 3. | Classification | Group A |
| 4. | Minimum Scale of Pay | Level-10 |
| 5. | Whether Selection Post or Non-selection Post | Selection Post |
| 6. | Maximum Age for Direct Recruitment on the last date of filling application | Maximum 40 years (age as on the last date of filling application) |
| 7. | Appointing Authority | Executive Council on the recommendation of the duly constituted Selection Committee |
| 8. | Educational and other qualifications | <p>Essential:</p> <p>Educational Qualification & Experience: Master's degree in any discipline with at least 55% marks or its equivalent Grade in a Point Scale wherever grade system is followed.</p> <p style="text-align: center;">Or</p> <p>Employees serving as assistant grade I, II Section Officer (Section Officer 7 years and Assistant Section Officer 10 years), preferably in Examination Section.</p> |
| 9. | Period of probation, if any | One Year |
| 10. | Age of Superannuation and Other conditions of service | As per the provisions of the Act, Statutes and Regulations of the University |

ANNEXURE-A (Cont.)

| Assistant Director (Sports) | | |
|-----------------------------|--|--|
| S. No. | Particular | Essential Eligibility Conditions |
| 1. | Name of the Post | Assistant Director (Sports) |
| 2. | No. of Posts | 1 |
| 3. | Classification | Group A |
| 4. | Minimum Scale of Pay | Academic Level-10 |
| 5. | Whether Selection Post or Non-selection Post | Selection Post |
| 6. | Maximum Age for Direct Recruitment on the last date of filling application | Maximum 40 years (age as on the last date of filling application) |
| 7. | Appointing Authority | Executive Council on the recommendation of the duly constituted Selection Committee |
| 8. | Educational and other qualifications | <p>Educational Qualification & Experience: Master's degree in Physical Education or Master's Degree in Sports Science in equivalent degree with at least 60% marks or its equivalent Grade in the CGPA / UGC point scale with good academic record from a recognized University / Institute. Record of having represented the University/ College at the State and/ or national championship; Qualifying in the national level test conducted for the purpose by the UGC or passed the Physical fitness test conducted in accordance with these regulations. (According to UGC Regulation 2018)</p> <p>Or As updated by UGC from time to time.</p> |
| 9. | Period of probation, if any | One Year |
| 10. | Age of Superannuation and Other conditions of service | As per the provisions of the Act, Statutes and Regulations of the University |

ANNEXURE-A (Cont.)

| Assistant Engineer | | |
|---------------------------|--|--|
| S. No. | Particular | Essential Eligibility Conditions |
| 1. | Name of the Post | Assistant Engineer |
| 2. | No. of Posts | 1 |
| 3. | Classification | Group A |
| 4. | Minimum Scale of Pay | Level-10 |
| 5. | Whether Selection Post or Non-selection Post | Selection Post |
| 6. | Maximum Age for Direct Recruitment on the last date of filling application | Maximum 40 years (age as on the last date of filling application) |
| 7. | Appointing Authority | Executive Council on the recommendation of the duly constituted Selection Committee |
| 8. | Educational and other qualifications | Essential: Educational Qualification & Experience: Bachelor's degree in Civil Engineering with at least 60% marks or its equivalent Grade in the CGPA / UGC point scale with good academic record from a recognized University / Institute with at least 3 years' experience as Junior Engineer |
| 9. | Period of probation, if any | One Year |
| 10. | Age of Superannuation and Other conditions of service | As per the provisions of the Act, Statutes and Regulations of the University |

ANNEXURE-A (Cont.)

| Assistant Librarian | | |
|----------------------------|--|---|
| S. No. | Particular | Essential Eligibility Conditions |
| 1. | Name of the Post | Assistant Librarian |
| 2. | No. of Posts | 2 |
| 3. | Classification | Group A |
| 4. | Minimum Scale of Pay | Academic Level-10 |
| 5. | Whether Selection Post or Non-selection Post | Selection Post |
| 6. | Maximum Age for Direct Recruitment on the last date of filling application | Maximum 40 years (age as on the last date of filling application) |
| 7. | Appointing Authority | Executive Council on the recommendation of the duly constituted Selection Committee |
| 8. | Educational and other qualifications | <p>Essential: Educational Qualification & Experience:</p> <p>(i) Master's degree in Library Science / Information Science / Documentation Science with at least 60% marks or its equivalent with equivalent Grade (6.5 in 10 point scale) and a consistently good academic record with superior knowledge of Computerized library service.</p> <p>(ii) Eligibility test such as NET/SLET/SET conducted for the purpose by the UGC or any other agency approved by the UGC.</p> <p>Desirable:</p> <p>(i) PG Diploma in Library Automation and Networking or PGDCA or equivalent.</p> <p>Candidate with a relevant Discipline shall be preferred.</p> |
| 9. | Period of probation, if any | One Year |
| 10. | Age of Superannuation and Other conditions of service | As per the provisions of the Act, Statutes and Regulations of the University |

ANNEXURE-A (Cont.)

| Assistant Registrar (Finance) | | |
|--------------------------------------|--|--|
| S. No. | Particular | Essential Eligibility Conditions |
| 1. | Name of the Post | Assistant Registrar (Finance) |
| 2. | No. of Posts | 1 |
| 3. | Classification | Group A |
| 4. | Minimum Scale of Pay | Level-10 |
| 5. | Whether Selection Post or Non-selection Post | Selection Post |
| 6. | Maximum Age for Direct Recruitment on the last date of filling application | Maximum 40 years (age as on the last date of filling application) |
| 7. | Appointing Authority | Executive Council on the recommendation of the duly constituted Selection Committee |
| 8. | Educational and other qualifications | <p>Essential: Educational Qualification & Experience: Master's degree in Finance discipline with at least 60% marks or its equivalent Grade in the CGPA / UGC point scale with good academic record from a recognized University / Institute.</p> <p>Experience- 10 Years of experience in Accountancy & Finance.</p> <p>Desirable: i) A Chartered or Cost Accountant.</p> |
| 9. | Period of probation, if any | One Year |
| 10. | Age of Superannuation and Other conditions of service | As per the provisions of the Act, Statutes and Regulations of the University |

Note: Requirement of Maximum Age for Direct Recruitment on the last date of filling of application shall not be applicable to the employees who are already in the service of NLIU, Bhopal.