



RASHTRIYA RAKSHA UNIVERSITY

(An Institution of National Importance)

Pioneering National Security and Police University of India

Lavad - Dehgam -382305, Gandhinagar, Gujarat, INDIA



Walk in Interview: 12/2020

Walk in interview for following teaching & Administrative staff on purely contractual basis are being scheduled at Rashtriya Raksha University, Lavad, Ta- Dahegam, Gandhinagar, Gujarat, INDIA

Sr. No.	Name of the Post	Nature of Position	Monthly Fixed Remuneration	Date of Interview
01	Assistant Professor (Physical Education)	Contractual	₹40000-45000	29/12/2020
02	Senior Internship & Placement Manager	Contractual	₹ 65000-70000	29/12/2020
03	Ex. Director Innovation & Incubation	Contractual	₹80000-85000	29/12/2020
04	Administrative Assistant cum Coordinator	Contractual	₹ 20000-25000	29/12/2020
05	Sports Training Officer (Football) & Infrastructure Officer	Contractual	₹20000-25000	29/12/2020
06	Band Major	Contractual	₹ 22000-25000	29/12/2020
07	Band ASI	Contractual	₹ 12000-18000	29/12/2020
08	Band Man	Contractual	₹ 12000-15000	29/12/2020

Note: Depending upon the experience of the candidate, needs and interest of University the University may offer appropriate monthly fixed remunerations.

I/c Registrar

Eligibility Criteria for the Contractual Position

(Sr. No. 01)

Assistant Professor (Physical Education)

Educational Qualification & Experience

- 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.
- 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 Ordinances/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) Awarded Ph.D. Degree in a regular mode;
 - b) Evaluated Ph.D. thesis by at least two external examiners;
 - c) Conducted open Ph.D. viva voce of the candidate;
 - d) Published two research papers from his/her Ph.D. work, out of which at least one is in a refereed journal by the Candidate;
 - 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 conditions 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.

Desirable Qualification:

1. Teaching, Research and / or professional experience from reputed organization
2. Papers presented / published at Conferences and / or in refereed journals
3. Proficiency in English
4. Excellent research skills
5. Ability to prepare reports/papers on various assignments.
6. Experience of research in relevant area

(Sr. No. 02)

Senior Internship & Placement Manager

Educational Qualification & Experience

- Master degree with 55% in any discipline from a recognized university or any equivalent qualification recognized as such by the Government

- Eight years' experience in relevant field preferably in educational institution/Public or Private Enterprise or institute.

Other desirable Qualification:

- Experience or ability to generate interest in employment opportunities for students.
- Experience or ability to correspond with prospective recruiters across India and abroad for placements and Internships.
- Ability to Strengthen the Alumni Relationship and related activities.
- Ability to Strengthen the Student Exchange and related activities.
- Ability to ensure higher percentage of placement of students for all programmes offered at University.
- Ability to organize workshops/ presentations in collaboration with different organization for Career Planning services through innovative methods.
- Ability to help students in identifying employment options that match their career interests.
- Ability to deal with media relationship.
- Knowledge of English & Hindi is essential;

(Sr. No. 03)

Ex. Director Innovation & Incubation

Educational Qualification & Experience

- Master degree with three years' experience/Bachelor degree with five years' experience in any discipline from a recognized university or any equivalent qualification recognized as such by the Government. Knowledge of International practices and commensurate with National Security Objectives.
- Minimum eight years of experience in the areas like:
 - Product Design & Development
 - Technology Transfer & other IPR related activities
 - Innovations, Incubations, Entrepreneurships and Start-ups Funded Research Projects
 - Strong understanding of local, national and global Start-up ecosystems
 - Adequate knowledge of IPR policies and patent filing
 - Knowledge of creation of Infrastructure, Policies, Processes and Frameworks for Incubation and Start-ups
 - Knowledge of business plan development, strategic partnership, market analysis and company registrations
 - Knowledge of SSI/MSME registration
 - Strong communicative and analytical skills
 - Should possess administrative, managerial and leadership skills
 - Ability to work independently and provide vision to the incubate companies and Start-ups
 - Ability to liaise with other Incubation centre of Govt. of Gujarat.
 - Ability to guide and encourage student participation in Start-ups.

(Sr. No. 04)

Administrative Assistant cum coordinator

Educational Qualification & Experience

- Master's Degree in any discipline with two years' experience in administrative/ academic/ research.

- Excellent knowledge of computer system with ability of Gujarati and English typing.
- Ability to innovate and to improve programmes or services and to pursue new ideas and methods
- Excellent communication skills
- Fluency in English language

Other desirable Qualification:

- Demonstrated knowledge of modern electronic record storage and delivery systems
- Positive attitude and ability to plan and adapt to change
- Ability to collaborate effectively with various departments' cross-functional teams' faculty, and students from the different state.
- Preference will be given to female candidates on the merit base.

(Sr. No. 05)	Sports Training Officer (Football) & Infrastructure Officer
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Educational Qualification & Experience

- Degree in Physical Education from recognized University/Institute and specialization in respective discipline **OR** P.G Diploma/ Diploma in Sports coaching in football from recognized University/Institute.
- Minimum one years' relevant experience in Central/State Government/Semi Government Organizations or Central / State Universities
- Must have represented University/State/All India Inter University competition/National level competition.
- Candidate has relevant experience and knowledge of development of ground and sports infrastructure.

Other desirable Qualification:

- Must have experience in organizing games & sports, cultural meets in the University level is essential
- Working knowledge of Computers
- Able to communicate/connect well with students/staff & faculty members.
- Ability to motivate & encourage students, staff & faculty members to actively take part in sports programs.
- Able to plan sports activities/programs independently
- an interest and ability in sport;
- excellent written and verbal communication skills;

(Sr. No. 06)	Band Major
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Educational Qualification & Experience

- Candidate having Matriculation or equivalent from a recognized University/ Board or having minimum five years' relevant experience.

Other desirable Qualification:

- Proven record of integrity, honesty and devotion to services;
- candidates should have significant experience of a variety of musical styles

- Candidates must be able to demonstrate the ability to produce professional quality work within specific stylistic and orchestration guidelines
- Band major having leadership of the marching band during rehearsals and in performance.

(Sr. No. 07)

Band ASI

Educational Qualification & Experience

- Candidate having Matriculation or equivalent from a recognized University/ Board or having minimum five years' relevant experience.

Other desirable Qualification:

- Proven record of integrity, honesty, maintenance of confidentiality and devotion to services;
- Ability and commitment for long working hours and week-ends / holidays
- Candidate has to organize band members
- Candidate has communicated directions to the bandman.

(Sr. No. 08)

Band man

Educational Qualification & Experience

- Candidate having Matriculation or equivalent from a recognized University/ Board or having minimum five years' relevant experience.

Other desirable Qualification:

- Proven record of integrity, honesty and devotion to services;
- Ability and commitment for long working hours and week-ends / holidays
- Candidates have proper knowledge and experience of instrument.

General Instructions

1. The prescribed qualifications and/or experience shall be the minimum, and the mere fact that a candidate possesses the same shall not entitle him/her for interview. The Rashtriya Raksha University shall have the right to restrict the number of candidates to be interviewed to a reasonable level based on better or higher qualifications and experience than the minimum prescribed.
2. The contractual appointment shall end on the stipulated date of expiry of contract in appointment letter. Selected candidates shall have no right to renewal, extension or conversion into permanent employment.
3. The University retains the discretion not to make any appointment to this vacancy, to make an appointment at a revised remuneration, or to make an appointment with a modified job description and to fix revised qualification, experience, remuneration and requirements.
4. Canvassing or influencing in any form on behalf of any candidate will disqualify such candidate. Rashtriya Raksha University reserves the right to take appropriate action against such candidate.

5. All the candidates are expected to download from University website, duly fill and bring along with them the “Brief Profile Form” for the interview. The Form should be neatly and legibly filled or typed preferably in at least 12 Garamond font size.
6. Read carefully qualification & experience for the requirements of the relevant discipline and apply only if you have requisite qualifications and experience.
7. The Rashtriya Raksha University shall have the right to:
 - a. relax any of the qualifications/experience at its discretion;
 - b. draw/ reserve panel(s) against the possible vacancies in the near future;
8. Experience and qualification will be reckoned as on the date of interview.
9. No TA / DA shall be paid to the candidates for attending the interview.
10. In case of any inadvertent mistake in the process of selection, which may come to notice at any stage even after the issue of appointment letter, the Rashtriya Raksha University reserves the right to modify / withdraw / cancel any communication or offer, made to the candidates at any stage.
11. In case of any dispute / ambiguity that may occur in the process of selection, the decision of the Rashtriya Raksha University shall be final and binding.
12. No correspondence will be entertained from candidates regarding postal delays, conduct and result of interview and reasons for not being called for interview.
13. Candidate has to stay at Rashtriya Raksha University, Lavad Campus, if required.
14. The appointment shall be governed by the rules, regulations and/or decision of the Rashtriya Raksha University.
15. Reporting time for walk in Interview is mentioned in the aforementioned table. No candidate shall be considered after given reporting time.
16. The candidates are required to bring three copies of their resume with photograph, affixed on all copies, original and one set of photocopy of their Academic certificates, Experience certificate and other documents.
17. Qualified female, reserved category, minority candidates are strongly encouraged.
18. COVID-19 Guidelines to be followed during the walk-in-interview as per Annexure-II. Candidate has to submit the Corona self-declaration form to security before entering in to the premises of the University as per Annexure-III.
19. Candidate has to download the brief profile of the candidate for teaching or non-teaching staff for walk-in-interview from the RRU website. Filled the form for the same and produce at the time of document verification with all necessary documents with true copy.
20. Address: Rashtriya Raksha University, Lavad, Dahegam, Gandhinagar-382305, Gujarat, India.
21. If you have any query/questions/information, please write only on career@rsu.ac.in
22. The University retains the clarification to offset the experience with education qualification and VICE-VERSA.

Note: Bus facility will be available for the candidates to reach the University campus at following date and time on pick up and drop stand.

Sr. No.	Date	Time	Pick up stand	Drop stand	Contact
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01	29/12/2020	1000 hrs (Morning)	Dahegam Bus station	RRU Campus	Vijay Chavada Transport Manager 9824886267
02	29/12/2020	1700 hrs (Evening)	RRU Campus	Dahegam Bus station	Vijay Chavada Transport Manager 9824886267

Annexure-I
Schedule of Walk-In-Interview 12/2020
Rashtriya Raksha University

At & Post: Lavad, Tal: Dahegam, Dist.: Gandhinagar – 382305, Gujarat, India

Sr. No.	Name of the Post	Date of Interview	Reporting Time	Interview Time
01	Assistant Professor (Physical Education)	29/12/2020	1030 hrs	1100 hrs
02	Senior Internship & Placement Manager	29/12/2020	1030 hrs	1130 hrs
03	Ex. Director Innovation & Incubation	29/12/2020	1030 hrs	1200 hrs
04	Administrative Assistant cum Coordinator	29/12/2020	1030 hrs	1300 hrs
05	Sports Training Officer (Football) & Infrastructure Officer	29/12/2020	1030 hrs	1400 hrs
06	Band Major	29/12/2020	1030 hrs	1500 hrs
07	Band ASI	29/12/2020	1030 hrs	1530 hrs
08	Band Man	29/12/2020	1030 hrs	1600 hrs

COVID-19 Guidelines to be followed during the walk-in-interview.

1. Candidate will not be allowed for **walk-in-interview**, if he/she has any COVID like symptoms. He/ she have to submit the attached declaration from before entering in the premises.
2. Face-mask is compulsory & installed Arogya setu APP in his/her mobile throughout the process of **walk-in-interview**
3. Any Luggage will not be allowed within the premises during **walk-in-interview**. It should be keep outside the premises.
4. Accompanying person(s) will not be allowed within the premises during the entire **walk-in-interview**.
5. All the Candidates must have to follow the guidelines of GoG & GoI for social distancing & other pertaining to COVID-19 which is published from time to time by Government.

CORONA VIRUS SELF DECLARATION FORM

For the health and safety of our community, declaration of illness is required. Be sure that the information you'll give is accurate and complete. Please get immediate medical attention if you have any of the COVID-19 signs.

1. Name:
2. Mobile number:
3. Appear in the walk-in interview for which position:
4. Date & Time of walk-in interview:
5. Have You Travelled abroad in 2020? Yes _____ No _____.
(If Yes, then answer question 5 and 6.)
6. Name of Area Visited:
7. Dates of Travel:
8. Have you been in contact with people being infected, suspected or diagnosed with COVID-19?
Yes _____ No _____. If answer is Yes, then answer question 8
9. Your relationship with the people and your last contact date with them.
10. Please state whether you've experienced / are experiencing the following symptoms

Sr. No	Symptoms	Yes	No
a.	Fever		

b.	Cough		
c.	Shortness of Breath		
d.	Persistent Pain in the Chest		

I undersigned, herewith declare that all information given above are true to best of my knowledge and I currently do not live in containment zone as per notified by Government.

Date:

Name & Signature of Candidate: