

Madhya Pradesh Bhoj (Open) University

Raja Bhoj Marg (Kolar Road)
Bhopal

EMPLOYMENT NOTICE

Applications are invited on prescribed format from the eligible candidates for the following posts :

S.No	Name of Department/Post	Director s/ Profess ors	Dy.Dire ctors/Re aders	Asst.Directors / Lecturers/Assi stant Registrar
1.	Deptt. of Planning, Training & Extension	01* (UR)	01 (UR)	02 (01UR, 01ST)
2.	Deptt. of Nursing & Health Sciences	-	01 (UR)	03 (02UR, 01ST)
3.	Deptt of Technology	01 (UR)	-	02 (01UR, 01ST)
4.	Deptt. of Students Support	01 (UR)	-	01 (UR)
5.	Deptt. of Admission & Evaluation	01* (UR)	-	02 (01UR, 01ST)
6.	Deptt. of Printing & Translation	-	-	01 (UR)
7.	Ancient History and Culture	-	01 (UR)	-
8.	Assistant Registrar	-	-	01 (UR)

* Post is only on deputation.

Application Form and qualifications may be downloaded from our website www.bhojvirtualuniversity.com or may be obtained by sending a Demand Draft of Rs. 500/- in the name of Registrar, Madhya Pradesh Bhoj (Open) University, Raja Bhoj (Kolar) Road, Bhopal. Downloaded application forms will be accepted only with DD of Rs. 500/-. Separate application form is required to be filled up for each post. Those already in Govt. service should get forward their applications through proper channel. The applications should reach the University on the above address on or before 30-9-2008. University will not be responsible for any postal delay and receipt of late applications will be rejected without any reason.

Registrar

Madhya Pradesh Bhoj (Open) University

Raja Bhoj Marg (Kolar Raod)
Bhopal - 462016

Desirable and Essential Qualifications for the post of Directors/Professors, Deputy Directors/Readers, Assistant Directors/Lecturers and Assistant Registrar.

S.No	Name of Department/Post	Director s/ Profess ors	Dy.Dire ctors/Re aders	Asst.Directors / Lecturers/Assi stant Registrar
1.	Deptt. of Planning, Training & Extension	01* (UR)	01 (UR)	02 (01UR, 01ST)
2.	Deptt. of Nursing & Health Sciences	-	01 (UR)	03 (02UR, 01ST)
3.	Deptt of Technology	01 (UR)	-	02 (01UR, 01ST)
4.	Deptt. of Students Support	01 (UR)	-	01 (UR)
5.	Deptt. of Admission & Evaluation	01* (UR)	-	02 (01UR, 01ST)
6.	Deptt. of Printing & Translation	-	-	01 (UR)
7.	Ancient History and Culture	-	01 (UR)	-
8.	Assistant Registrar	-	-	01 (UR)

* Post is only on deputation.

Essential and Desirable Qualifications and pay-scales

Essential Qualifications -

1. Directors/Professors (Rs. 16400-22400) - An eminent scholar with published work of high quality engaged in research (in the relevant subjects/areas) with ten years of experience in postgraduate teaching and /or experience in research at the University/National level institutions including experience of guiding research at doctoral level or an outstanding scholar with established reputation, who has made significant contribution to knowledge in the relevant subjects/area. In exceptional cases, the teachers with UG teaching/research experience could also be considered.
2. Deputy Directors/Readers (Rs. 12000-18300) - (a) Good academic record with a doctoral degree or equivalent published

work (in relevant subjects/areas). In addition to these, candidates who join from outside the university system, shall also possess at least 55% marks or an equivalent grade B in the seven point scale with latter grades O, A, B, C, D, E and F at the Masters degree level (b) Five years experience of Teaching and /or research excluding the period spent for obtaining the research degree and has made some mark in the area of scholarship as evidenced by the quality of publications & contributions in the concerned subject.

3. Assistant Directors/Lecturers (Rs. 8000-13500) - (a) Good academic record with at least 55% marks or an equivalent grade of B in the seven point scale with latter grades O, A, B, C, D, E and F at the Masters degree in the relevant subjects from an Indian University or an equivalent degree from a foreign university (b) Besides fulfilling the above qualification candidates should have cleared the national eligibility test for lecturers conducted by UGC/CSIR or similar test accredited by the UGC. (c) NET shall remain the compulsory requirement for appointment as Lecturers for those with post graduate degree. However, the candidates having the Ph.D. Degree in the concerned subject are exempted from NET for PG Level and UG level teaching. The candidates having M.Phil degree in the concerned subject are exempted from NET for UG level teaching only.
4. Assistant Registrar (8000-13500)-Good academic record plus Master's degree with at least 55% of the marks or its equivalent grade of B in the UGC Seven point scale.
5. Desirable Qualifications : For Directors/Professors
 - (a) Experience of working in a position equivalent to Dean/Head of the Department in a University or Institution of Higher Education
 - (b) Good administrative and organizational competence.

Deptt. of Planning, Training and Extension - Experience in Planning, development management & implementation of educational projects and programmes.

Deptt. of Student Support - Experience in delivery & student support system with special reference to educational learning and regional administration and opening of Regional and Study Centres in ODL.

Deptt. of Deptt. of Technology - Practical work experience in implementation of edusat network, experience of conduction of e-content developement, audio-visual programmes, electronic

media and production training programmes with special reference to ODL System and management of technical/computer education projects and field experience.

Deptt. of Admission and Evaluation - Experience in the Management of University Examination and IT Applications to Evaluation Technology.

6. Desirable Qualifications : For Deputy Directors/Readers

Deptt. of Planning, Training and Extension - Experience in Planning, development management & implementation of educational projects and programmes.

Deptt. of Nursing and Health Sciences- Experience in management of large hospital administration and education.

History culture and Archaeology - Experience in History culture and Archaeology management, education and development.

7. Desirable Qualifications : For Assistant Directors/Lecturers

Deptt. of Planning, Training and Extension - Professional experience in Planning, development management & implementation of educational projects and programmes.

Deptt. of Student Support - Experience in delivery & student support system with special reference to distance education learning.

Deptt. of Admission and Evaluation - Experience in the Management of University Examination and IT Applications for Evaluation Technology.

Deptt. of Nursing and Health Sciences- Experience in management of large hospital administration and education.

Deptt. of Printing and Translation - Experience in Printing Technology/Book Publishing/Translation with experience in related field.

Deptt. of Technology - Practical work experience in implementation of edusat network, experience of conduction of e-content development, audio-visual programmes, electronic media and production training programmes with special reference to ODL System and management of technical/computer education projects and field experience.

8. Assistant Registrar - academic/administrative experience in the field of distance education. Experience in Conduction of meetings, seminars, workshops etc. Knowledge of computer applications and rules/regulations.

Terms and Conditions -

- 1 The person willing to come on deputation or lien may also apply.
- 2 Mere fulfilling the minimum qualifications will not be the eligibility for an interview call. Candidates will be called for interview only after scrutiny. The terms and conditions of service will be applicable as per statute No. 13 and 14 of MPBOU.
3. Upper age limitations for Post of Assistant Director/Lecturers and Assistant Registrar is as followings - Male candidates for General category - 35 Years, Male candidates for SC/ST/OBC category - 40 years, Female candidates general category - 45 years, Female candidates SC/ST/OBC - 50 years, Female candidates widows/divorcee/seperated -50 years and Reserved category female - 55 years. upper age relaxation will be given to M.P. Domicile candidates only.
4. The decision of the University as to the eligibility or otherwise of a candidate for admission to interview or selection will be final and no correspondence/personal enquiries will be entertained. The University will not be responsible for any delay in receipt of application, due to any reasons whatever. The University reserves the right to fill or not to fill the posts.
5. The interested Candidates may send their applications to Registrar, Madhya Pradesh Bhoj (Open) University, Raja Bhoj Marg (Kolar Road), Bhopal-462016 (MP) accompanied by a Demand Draft of Rs. 500/- (Non Refundable) for General/OBC and Rs. 250/- for SC/ST drawn in favour of Registrar, MPBOU, Bhopal on or before 30-9-2008. The envelop containing application form should be super scribed as "Application for the Post of (Name of the Post)". It may be noted that incomplete applications without Prescribed format or with out DD will be rejected. TA & DA will be given only to the SC/ST candidates for attending interview. Candidates if employed must apply through proper channel. No interim enquiries will be entertained.
6. All legal matters will be limited to Bhopal jurisdiction.
7. Posts Sr. No.2 Assistant Director / Lecture 03 is bifurcated as fallows
01 ST and 01 General for Health Science Department and 01 General for Nursing.

Registrar

MADHYA PRADESH BHOJ (OPEN) UNIVERSITY
RAJA BHOJ MARG (KOLAR ROAD)
BHOPAL - 462016

Application for Faculty/Administrative Position
(Please fill in Block letters)

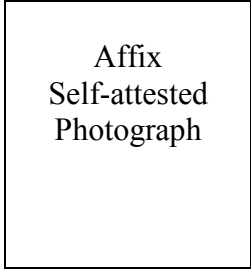
Post Applied for : **Department**

Category : GEN/SC/ST/OBC
(Incase of reserved category, please enclose the certificate)

Payment details:

Bank Draft No.: Amount Rs..... Date of Issue

Name of the Bank:



1. Applicant's Name in Full :
.....
(in Block Letters)

2. Father's/Husbands Name :

3. Date of Birth :

4. Sex :

5. Address :

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City : **Pin**

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Phone/Mobile No. : Email :

6. Place of birth :

7. Nationality :

8. Marital Status :

9. Are you physically handicapped ? If yes, Give Details
(Enclose certificate)

10(a). Educational Qualifications:

Degree	Year	University/Institute/Board	Division/ Grade	Encl. No.
10+2/ Higher Secondary				
Graduation.....				
Post Graduation				
M.Phil ----- -----				
Ph.D Broad Area.....		University/Institute : Title:		

(b) Other Examinations passed

		Subject :	Percentile/Grade/Marks	
1. GATE				
2. NET				
3.				

(Please attach abstract of your PG and Ph.D. thesis and indicate break in studies, if any, with reasons thereof)

11. Teaching/ Work experience: (Total Year Months)

Name of Post Held & Pay Scale	Name of Employer	Date of Joining	Date of Leaving	Total Experience	Encl. No.

Note: Experience will be taken into consideration only if the application is endorsed by the present Employer and certificates of experience are attached. Please indicate break in service, if any with reasons there of.

12 (a). Research Experience :
(Enclose separate sheet of A4 size paper, if required)

12 (b). Administrative Experience :
(Enclose separate sheet of A4 size paper, if required)

13. Professional Achievements :
(Enclose separate sheet of A4 size paper, if required)

14. Provide the following details : (Enclose separate sheet of A4 size paper, if required)
- a) Research Publications (Journal/Seminar):
 - b) Projects Completed/ Developed:
 - c) Thesis supervised:
 - d) Consulting Assignments Undertaken:
 - e) Summer/Winter School/Training Program attended or organized:
 - f) Books written/reviewed:
15. Achievements of last *five* years:
(Enclose separate sheet of A4 size paper, if required)
16. Award/ Honors/ Scholarship:
(Enclose separate sheet of A4 size paper, if required)
17. Give details if you have been at any time (a) pronounced unfit for Government Service (b) Dismissed/ removed or debarred from Government service (c) Convicted in a criminal court
18. Any other information (applicant may mention special qualification or experience befitting them for recruitment of the service, which has not given above and also how you satisfy the recruitment of advertisement) (Enclose separate sheet of A4 size paper, if required)
19. Membership of Professional bodies/Institutions:
20. How soon would you be available to take up new appointment?
21. A short write up (about 200 words) on why I consider myself suitable for the post applied for (Give details on separate sheet of A4 size paper)

22. Name, Designation and address of academic references (three) :

S.No.	Name & Designation	Address

DECLARATION

I, hereby, declare that all the information given above, are true to the best of my knowledge and belief and in case it is proved otherwise, I shall be liable for dismissal.

Applicant's Signature & Name

Place:.....

Date:.....

List of Enclosures attached:

ENDORSEMENT

(The application be sent through proper Channel)

The applicant Dr./Mr./Ms.....
S/O/D/O/W/O.....is employed as
..... in the department in
.....(Temporary/Permanent/Regular) position since..... and is
drawing a Basic pay of Rs. per month in the scale of
Rs. The Institute does not have any objection, if the
candidate joins Madhya Pradesh Bhoj (Open) University, Bhopal.

Place:.....

Date:.....

**Signature of Forwarding Officer
with Designation and Stamp**