

**JAMIA MILLIA ISLAMIA, NEW DELHI-110025**  
**Advt. No. 02/2009-10 DATED 16.09.2009**

Applications on the prescribed forms are invited for the post of **REGISTRAR** (on tenure basis for five years) in the Pay Scale of Rs. 37,400-67,000 with GP Rs. 10,000/- p.m, so as to reach the Offg. Registrar, latest by **31.10.2009**.

**Qualification for the post of Registrar, JMI.**  
**Essential**

- i) A Master's degree with at least 55% of the marks or its equivalent grade of B in the UGC seven point scale.
- ii) At least 15 years of experience as Lecturer (Sr. Scale)/Lecturer with 8 years in Reader's grade along with experience in Educational Administration.

OR

Comparable experience in research establishments and/or other institutions of higher education.

OR

15 years of administrative experience of which 8 years as Dy. Registrar or an equivalent post.

Knowledge of Hindi and Urdu.

**Note:** The appointment of Registrar shall be for a tenure of 5 years which can be renewed for similar term or upto 62 years of age, whichever is earlier.

**Note:**

1. Selection against above vacancy shall not confer on the appointee any right of permanent appointment/regularization.
2. The Jamia reserves right to evolve a uniform and reasonable criterion for short-listing of eligible candidates, if needed.
3. Candidate must enclose the attested copies of degrees, diplomas and mark-sheets etc. giving reference of experience/published work with application form.
4. Incomplete application OR found deficient in any manner OR application on plain paper will not be entertained and is liable to be rejected. **The University will not be responsible for any postal delay in case of receipt of application forms and issue of interview letters.**
5. Reservation exists in the University as in accordance with law.
6. Relaxation, if any shall be as per the UGC guidelines and other regulatory bodies.
7. Candidate already in service must apply through proper channel.
8. University reserves right to borrow the services of serving Officers of the Central or State governments, Autonomous organizations, Universities holding analogous posts on regular basis on terms & conditions of deputation of Govt. of India.
9. T.A. will be paid to only SC/ST candidates called for attending the interview as per rule.
10. Those candidates who have applied against the Advt. No. 01/2009-10 dated 12.6.2009 need not apply again.

The advertisement consisting of the application form is also available on Jamia's website address <http://jmi.nic.in>. The application form may be downloaded and submitted along with the application fee of Rs. 100/- (Rupees 50/- for SC/ST candidates and free for Disabled Persons on producing the photocopy of relevant certificate) through Bank Draft/IPO drawn in favour of Jamia Millia Islamia, payable at New Delhi. The application form complete in all respect should reach on or before **31.10.2009**, addressed to the Offg. Registrar, Office of the Establishment Branch-I, 2<sup>nd</sup> Floor, Room No. 202, Registrar's Office, Jamia Millia Islamia, Jamia Nagar, New Delhi-110025, during working days between 10:00 A.M. to 01:00 P.M. (Friday upto 12:00 Noon).

Dated: **16.9.2009**

**(Prof. Z.H. Khan)**  
Offg. Registrar

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To be published in the following Newspapers (except special number) preferably on the following dates at the earliest.

1. The Employment News (English) **Ensuing Issue**
2. The Times of India (Delhi Edition)
3. The Rashtriya Sahara (Urdu) (Delhi Edition)
4. The Rashtriya Sahara (Hindi) (Delhi Edition)
5. The University News **Ensuing Issue**  
(Association of Indian Universities, New Delhi)

Dated: **16.9.2009**

**(Prof. Z.H.Khan)**  
Offg. Registrar

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Copy of the following with the request to give it due publicity without incurring any expenditure on behalf of the Jamia Millia Islamia:

1. All the Deans of the Faculties/Heads of the Departments/Institutions/Offices/ Centres/ Schools, JMI for information and display on their notice boards.
2. The Registrar, Delhi University/ IGNOU/ NCERT/ JNU/ IIT/ Jamia Hamdard/ Inderprastha University and AMU Aligarh.
3. The Secretary to Vice-Chancellor, JMI;
4. The Finance Officer, JMI;
5. The Sr. P.A. to the Registrar, JMI;
6. **The Employment Exchange:**(a) Delhi University (b) Jawaharlal Nehru University (c) Daryaganj (d)Pusa (e) Sector-IV, R.K. Puram, New Delhi (f) Kasturba Gandhi Marg (g) Shahadara (h) Okhla Industrial Estate (I) Sabzi Mandi (j) Delhi Cantt. (k) Jamia Millia Islamia.
7. **Notice Board:** (a) V.C's Office (b) Registrar's Office (c) Establishment Branch-1.

Dated: **16.9.2009**

**(Development Officer)**