

RASHTRIYA SANSKRIT SANTHAN
[DEEMED UNIVERSITY]
56-57, INSTITUTIONAL AREA,
JANAKPURI, NEW DELHI

Advt. No. 4/2009/Admn.

Applications are invited by Regd. Post/ in person from Indian Citizen to fill up the following posts under the Rashtriya Sanskrit Sansthan (Deemed University):-

DEPUTY DIRECTOR [ADMN.]

Post - 1 (Reserved for SC)
Pay Band + Grade Pay
Scale of Pay - Rs.15600-39100 + Rs.6600

Mode of Recruitment: - By Deputation of Section Officer of Central Secretariat Service. The persons those belongs to General Category may also apply.

QUALIFICATIONS:-

Essential: - (i) Atleast IInd class Bachelor's Degree from a recognized University. (ii) About 7 years experience of administration work in a supervisory responsible capacity.

Desirable:- Knowledge of Hindi and /or Sanskrit.

DEPUTY DIRECTOR [FINANCE]

Post - 1 (Unreserved)
Pay Band + Grade Pay
Scale of Pay - Rs.15600-39100 + Rs.6600

Mode of Recruitment: - By Deputation of Audit officer /Accounts Officer of the Audit/Accounts Department under the Comptroller and Auditor General of India.

QUALIFICATIONS:-

Essential: - (i) Atleast a IInd class Bachelor's Degree from a recognized University. (ii) About 7 years experience of accounts work in a supervisory responsible capacity.

Desirable:- Knowledge of Hindi and /or Sanskrit.

3. ASSISTANT DIRECTOR [EXAM.]

Post	-	1 (UR)
		Pay Band + Grade Pay
Scale of Pay	-	Rs.9300-34800 + Rs.5400
Age	-	Maximum 37 years

QUALIFICATIONS:-

Essential: - (i) Atleast a IInd class Master's Degree in Sanskrit from a recognized University or its equivalent. (ii) Good knowledge of English and Hindi (iii) About 5 years experience in Examination work in a recognized examining Institution.

Desirable:- Experience of teaching and / or Educational planning and Administration.

4. SR. STENOGRAPHER

Post	-	4 (1 UR, 1 SC, 1 ST and 1 OBC) 2 Hindi and 2 English
		Pay Band + Grade Pay
Scale of Pay	-	Rs.9300-34800 + Rs.4200
Age	-	Maximum 32 years and for SC/ST 37 years

Mode of Recruitment – 1. Direct recruitment / By promotion/ On deputation.
2. For deputation Junior Stenographer working in the Govt./Autonomous Bodies/PSU having 5 years experience. Persons those belong to General Category will also be considered against reserved post on deputation.

QUALIFICATIONS:-

Essential: - (i) Atleast Matric with a speed of 120 w.p.m. in English /Hindi Shorthand and 40 w.p.m. in English/Hindi Typewriting.

Desirable:- Graduate of recognized University.

“The application form of the above mentioned posts will be given to SC/ST and person with disability categories free of cost. Those applications belongs to reserved categories have remitted the fees of Rs.200/0 the same will be refunded “.

Canvassing in any form will be treated as disqualification. Sansthan reserves the right not to fill the post without assigning any reason whatsoever. Attested copies of certificates, testimonials etc. should be enclosed with the application form. The prescribed application form can be had from the office of the **VICE CHANCELLOR, RASHTRIYA SANSKRIT SANSTHAN, [DEEMED UNIVERSITY] 56-57, INSTITUTIONAL AREA, JANAKPURI, NEW DELHI-110058** on payment of Rs.200/- on any working day (i.e. 10.00 hours to 17.00 hours) or by Bank Draft in favour of the Vice Chancellor, Rashtriya Sanskrit Sansthan, Deemed University along with a self addressed envelope of 27" X 12" Cms size duly stamped Rs. 27/- or down loaded from Sansthan website www.sanskrit.nic.in. The prescribed application form duly filled in complete in all respects should reach in the office of, the Vice Chancellor, Rashtriya Sanskrit Sansthan, Deemed University 56-57, Institutional Area, Janakpuri, New Delhi-110058 latest by one month from the date of advertisement along with a Demand Draft of Rs.200/- in favour of Vice Chancellor, Rashtriya Sanskrit Sansthan in case the application form is down loaded from Sansthan website. Incomplete applications or applications received after due date are liable to be rejected. Those who are employed in Govt./Semi Govt. or Autonomous Organizations should apply through proper channel alongwith Confidential Reports for the last three years.

VICE CHANCELLOR