



CHINMAYA INTERNATIONAL FOUNDATION SHODHA SANSTHAN

**Adi Sankara Nilayam, Adi Sankara Marg, Veliyanad,
Ernakulam, Kerala-682313**

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[Recognized as Adarsh Shodha Sansthan under the Scheme for financial assistance to institutions recognized as Adarsh Sanskrit Mahavidyalayas/Adarsh Shodha Sansthan being implemented by the Central Sanskrit University (Formerly Rashtriya Sanskrit Sansthan, under Ministry of Education, Government of India)]

Advertisement No. CIFSS/Advt/023/2022/01

Date: 13/04/2022

Notification of Vacancy for Recruitment of Director (Professor's Grade)

Chinmaya International Foundation Shodha Sansthan invites applications from Indian nationals for recruitment to the post of Director (Professor's Grade). The applications should be submitted through offline only in the format given on institution's website 'www.cifss.res.in' and also available at Central Sanskrit University's website 'www.sanskrit.nic.in' under Recruitment tab. A hard copy of the application duly signed by the candidate alongwith self-attested copies of relevant documents and application fee should be sent to "The Chairman (Management Committee), Chinmaya International Foundation Shodha Sansthan, Adi Sankara Nilayam, Adi Sankara Marg, Veliyanad, Ernakulam, Kerala - 682313" by Registered post or Speed post only.

Post : Director [Professor's Grade] (one post – Unreserved)
Scale of Pay : PB-IV, Rs. 37400-67000+10000 AGP [as per 6th CPC]

Qualifications (Essential) :-

A. Eligibility :

- (i) Ph.D. degree in Sanskrit/Philosophy/other related disciplines in concerned/ relevant/allied subjects.
- (ii) Professor/Associate Professor with a total service/ experience of at least fifteen years of teaching/research in Universities, Colleges and other institutions of higher education.
- (iii) A minimum of 10 research publications in peer-reviewed or UGC-listed journals.
- (iv) A minimum of 110 Research Score as per Appendix II, Table 2 of UGC REGULATIONS ON MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COLLEGES AND MEASURES FOR THE MAINTENANCE OF STANDARDS IN HIGHER EDUCATION, 2018. NOTIFICATION dated 18th July, 2018.

B. Tenure

- i. A Adarsh Shodh Sansthan's Director (Professor's Grade) shall be appointed for a period of five years, extendable for another term of five years on the basis of performance assessment by a Committee appointed by the Institution/University, constituted as per UGC Regulations, 2018 and its amendments from time to time.
- ii. After the completion of his/her term as Director, the incumbent shall join back his/her parent organization with the designation as Professor and in the grade of the Professor.

Desirable Qualifications

- (i) Knowledge of Philosophy of Advaita Vedanta.
- (ii) Knowledge of various ancient Indian scripts.
- (iii) Published research work of outstanding value.
- (iv) Knowledge of textual criticism and Manuscriptology.
- (v) Ability to guide research students.
- (vi) Sound knowledge of Sanskrit, English and Hindi.
- (vii) Knowledge of administrative procedures as per the rules of UGC and Government of India.

The applicants are advised to note following points:

1. Qualifications and other eligibility criteria for the post will be the same as per UGC / Govt. of India norms / Recruitment Rules of the Adarsh Shodha Sansthan. Further, any amendments shall be strictly in accordance with the guidelines prescribed by the UGC/ Govt. of India norms / Recruitment Rules of the Adarsh Shodha Sansthan and its amendments from time to time.
2. Two latest passport size photographs of the candidate should be affixed to the application form.
3. Schedule of submission of application is as under:-
 - (i) Start Date of Submission of application : **01/05/2022**
 - (ii) Last date of receipt of Hard copy of application alongwith all required documents and fee in the institution : **31/05/2022 by 6.00 p.m. (IST)**
4. There is no upper age limit for the post. However, the retirement age for the said post is 65 years as per existing UGC norms/Govt. of India.
5. Each applicant will have to pay application fee i.e. Rs. 2,000/- (Rs. 1,000/- for SC/ST/PwBD) which can be paid by Demand Draft drawn in favour of the **Director, Chinmaya International Foundation Shodha Sansthan**, should reach to "**The Chairman (Management Committee), Chinmaya International Foundation Shodha Sansthan, Adi Sankara Nilayam, Adi Sankara Marg, Veliyanad, Ernakulam, Kerala - 682313**" by Registered post/Speed Post (**ordinary post or by hand will not be accepted**).

- a. The Candidate must super-scribe on the envelope as “**Application for the post of Director, Chinmaya International Foundation Shodha Sansthan)**”.
 - b. The applicant will be solely responsible for the authenticity of the submitted information.
 - c. The institution shall not be responsible for any postal delay. Applications received after the last date shall not be considered. No correspondence regarding consideration of late application will be entertained.
6. Fees once paid will not be refunded.
 7. The last date as prescribed above may be extended by the competent authority depending upon the exigency of the situation. Notification to this effect will be placed on web-site of the institution. So, the candidates are advised to visit the institution’s website regularly.
 8. Incomplete applications, without required self-attested copies of documents and received after the due date & time shall be rejected. In case the closing/last date of receipt of hard copy of application along with all required documents is a holiday, the next working day shall be treated as closing/last date.
 9. Information relating to selection process, dates, minimum qualifications, experience, reservation, service conditions, emoluments, etc. are available at institution’s website. Candidates should keep visiting institution’s website regularly for important announcement/information/corrigendum/notices and other details related to selection processes at various stages for filling up this vacant position.
 10. Candidates already in service must submit their applications through proper channel. They may however send an advance copy, but if called for interview they must produce a "No Objection Certificate" from their employer. Further, these candidates should also submit a certificate from the employer or his authorized officer to the effect that no disciplinary proceedings are pending nor contemplated against him/her. Apart from this, the Vigilance Clearance Report shall also be furnished along with the application form or at the time of interview/documents verification.

General conditions:

1. The Adarsh Shodha Sansthan reserves the right to fill up or not to fill up the post without assigning any reason.
2. Candidates will have to present themselves for the interview at their own expenses.
3. Candidates should bring all certificates in original at the time of verification of documents/interview.
4. **The appointee will be the employee of Chinmaya International Foundation Shodha Sansthan, Adi Sankara Nilayam, Adi Sankara Marg, Veliyanad, Ernakulam, Kerala - 682313, and not of the Govt. of India or Central Sanskrit University, Delhi. They will be governed by the provisions of the scheme framed and approved by the concerned authorities, as applicable from time to time.**
5. Applications/candidature of applicants are liable to be cancelled/rejected summarily at any stage of the recruitment process in the event of all or any of the following:
 - i. Applications being incomplete.

- ii. Application made in the form other than the form available in institution's website.
 - iii. Any variation in the Signatures. (All the signatures done on the Application Form and also on other Documents must be the same.)
 - iv. Fee not paid as per instructions.
 - v. Non-forwarding of Self Attested legible copies of all the relevant Certificates/Documents issued by the Competent Authority and clear self attested photographs along with the hard copy of application in support of the information given in their Application about their Educational Qualifications, Experiences, Percentage of Marks obtained, API Score and Proof of Category, etc..
 - vi. **Not having the requisite Educational Qualification/Experience/Category Status as on the closing date.**
 - vii. Incorrect information or misrepresentation or suppression of material facts.
 - viii. Non-receipt / Late receipt of the prescribed Application Form (Hard Copy) along with self-attested copies of the relevant documents.
 - ix. If the candidate is found using unfair means or adopting any malpractice at any stage of selection process.
 - x. Non-production of Original Certificates at the time of Verification of Document.
 - xi. Any other irregularity.
6. Mere possession of eligibility conditions shall not entitle a candidate to be called for interview. **The date for determining the eligibility of all candidates in every respect shall be the closing date as prescribed in the advertisement for receipt of the applications.** In other words no candidate shall be called for interview if he/she does not possess the minimum qualification and experience etc. as on the closing date of the application for a particular post.
 7. Apart from possessing the requisite qualification and experience as on the closing date of receipt of application prescribed in the advertisement, any relevant additional qualification and experience acquired after the closing date may be taken into account and may be given due weightage at the time of selection. The experience in different fields as prescribed in the eligibility criteria shall be calculated by taking into account either in one field exclusively or by counting more than one field as the case may be.
 8. Applicants seeking reservation benefits available for SC/ST/ PwBD categories must submit the necessary documents justifying the claim of respective reservation as per Govt. of India lists/rules/norms. The certificate uploaded should be in the format prescribed by the Union Government and should be digitally verified.
 9. Acceptance of documents/certificates/claims etc. submitted by an applicant will be subject to their verification by the competent authorities/sources. If, any claim/certificate/document is found to be false/fake/incorrect/mollified at any stage of verification before or after appointment, the document in question shall be summarily rejected and action may be initiated against the candidate for this misconduct including rejection of his/her candidature which shall lead to cancellation of his/her appointment, if already appointed.
 10. The person appointed against any post shall be governed by the SCHEME FOR FINANCIAL ASSISTANCE TO INSTITUTIONS RECOGNISED AS ADARSHA SANSKRIT MAHAVIDYALAYAS/ADARSH SHODHA SANSTHANS, the service conditions/method of recruitments as amended from time to time and resolutions of the Management Committee of the institution and rules of the Govt. of India/ Guidelines of the UGC adopted by the institution from time to time.

11. The relaxation in deserving cases shall be provided as per the Rules/Guidelines prescribed by Govt. of India/UGC/institution from time to time.
12. Candidates must be in sound health. They must, if selected be prepared to undergo such medical examination and satisfy such medical authority as the Institution may require, as per rules.
13. The Candidates should keep a copy of Application printout alongwith fee submission receipt for their future reference.
14. The institution reserves the right to modify/withdraw/cancel any communication made to the candidate(s) at any stage in case of any inadvertent mistake in the process of selection as may be detected even after issue of appointment letter.
15. The institution reserves the right to alter/insert any corrections/additions in the advertisement/website in the event of any error etc., for which the candidates are advised to be in the lookout for announcements in the website.
16. The select panel of candidates of this recruitment process will be valid for one year.
17. The institution reserves the right to withdraw the advertisement either partly or wholly at any time without assigning any reason to this effect.
18. The institution reserves the right to reject any application without assigning any reason thereof.
19. Interim enquiries shall not be entertained.
20. Statutory Warning: Selection in the institution is free, fair and merit basis. Any attempt to influence the selection process detected at any stage is liable to lead to termination of candidature of service and legal action against the concerned individual will be initiated.
21. Canvassing in any form will be a disqualification.
22. In case of any dispute, any suite or legal proceeding against the institution, the territorial jurisdiction shall be Hon'ble Courts in Kerala.

Chairman
Management Committee
Chinmaya International Foundation
Shodha Sansthan,
Adi Sankara Nilayam, Adi Sankara Marg,
Veliyanad, Ernakulam, Kerala-682313