



INDIRA GANDHI UNIVERSITY, MEERPUR, REWARI (HARYANA)
(A State University Established under Haryana Act No. 29 of 2013)

No: IGU/ENT/2020/6194

Dated: 03/01/2020

REQUIREMENT OF NON TEACHING STAFF ON DEPUTATION

Applications are invited for the following non-teaching posts from the employees working in various Universities/Haryana Government departments interested to serve on deputation on usual terms and conditions initially for one year or till the regular appointment is made whichever is earlier:

Sr. No	Name of Post (s)
1.	Deputy Registrar
2.	Assistant Registrar
3.	Superintendent

The candidates who are presently working or have worked in establishment, accounts, purchase & store branch and interested to work on deputation may apply for the post of Deputy Registrar and Assistant Registrar. Further, candidates who are working or have worked in examination branch may apply for the post of Superintendent. Interested employees who are willing to join on deputation may apply through proper channel on the prescribed application form to be downloaded from the university website www.igu.ac.in. However they may send an advanced copy of the application through email on establishmentbranch@igu.ac.in. The applications must reach to the office of Incharge, Establishment, Indira Gandhi University, Meerpur-Rewari by 15/01/2020 at 5:00 p.m. **The employees who are currently working one step lower post can also apply.**

The notification vide no IGU/ENT/2020/6184 dated 03/01/2020 is hereby withdrawn.

-Sd-
Incharge, Estt
(For Registrar)

INDIRA GANDHI UNIVERSITY, MEERPUR, REWARI
APPLICATION FORM FOR NON-TEACHING POST FOR DEPUTATION

Application No.
(To be filled in by the office)

A signed passport
size recent
photograph of the
candidate duly
attested must be
pasted here

-
1. a) Post applied for _____
(Give the full and correct name of the post)
- b) Advertisement No. _____
2. a) Name in Full (in block letters) _____
b) Father's Name _____
c) Mother's Name _____
3. a) Present Postal Address _____

b) Mobile No. _____
c) E-mail Address _____
4. a) Date of Birth _____
5. a) Do you belong to SC/BC/Ex-Serviceman/
Physically Handicapped category? _____
(If yes, attach a certificate from the competent authority)
- c) Male/Female _____
d) Marital Status (Married/Unmarried) _____
6. a) Present employment, if any, with pay & grade _____
- b) Date of next increment _____
- c) Name of Employer _____
- 7 a) Have you ever been disqualified from
undertaking University/department work or
placed under suspension or FIR is registered
(Say Yes or No) _____
- b) Is there any vigilance enquiry pending against
you?(Say Yes or No) _____

8. Educational Qualifications (from Matriculation onwards)

Exam. Passed	Subject	Univ./ Board	Year of Passing	Class or Division	Max. Marks	Marks Obtained (Accurate)	% of Marks	Distinctions, if any
Matric								
Hr. Sec./ Pre-Univ./ Inter/10+2								
B.A./B.Sc./ B.Com.								
M.A./M.Sc./ M.Com.								
Any other exam.								

Note:- Attested copies of certificates in support of qualifications be attached with this application.

9. Employment: - Give particulars concerning all periods of employment, including professional nature.

Name of Employer/ Institution	Designation of the Post held and its pay scale	Branch	Duration of appointment/service		Basic Pay & allowances separately
			From	To	

I certify that the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed therein. There are no circumstances which may impair my fitness for employment in the Indira Gandhi University, Meerpur, Rewari.

Place

Date

.....

(Signature of the candidate)