

Recruitment Rules (2026) for the Non-Teaching Posts SU

Recruitment Rules (2026) for the Post of Registrar

Sr. No	Particular	Criteria
1.	Name of the Post	Registrar
2.	Number of Post (S)	01
3.	Period of probation, if any	As per Sarvajani University Norms
4.	Scale of Pay	
5.	Age limit for direct recruits	Preferably Not exceeding 50 years
6.	Educational and other qualifications required for direct recruits	Preferred Educational Qualification: i). Master's Degree in any discipline with at least 55% marks or its equivalent grade 'B' in the UGC 7 point scale from a recognised university/Institute. Experience: i) Holding an analogous post. ii) At least 15 years' experience as Assistant Professor in the AGP of 7000 /- and above or with 8 years of service in the AGP of 8000/- and above including as Associate Professor along with 3 years experience in educational administration, or iii) Comparable experience in research establishment and/or other institutions of higher education, or

		iv) 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post in the GP of Rs. 7600/- or above. <u>Desirable:</u> i). Qualification in area of Management/ Engineering/ Law ii). Experience in computerized administration/ legal/ financial/ establishment matters.
7.	Method of recruitment: whether by direct recruitment or by promotion or by deputation or transfer & vacancies to be filled by various methods	Deputation (including short-term contract) for a period of 5 years or till attaining the age of 62 years, whichever is earlier, or as fixed by Govt. of India by orders issued in this regard from time to time.

Recruitment Rules (2026) for the Post of Chief Finance and Accounts Officer

Sr. No	Particular	Criteria
1.	Name of the Post	Chief Financial and Accounting Officer
2.	Number of Post (S)	01
3.	Period of probation, if any	As per Sarvajani University Norms
4.	Scale of Pay	
5.	Age limit for direct recruits	Preferably not exceeding 50 years
6.	Educational and other qualifications required for direct recruits	Preferred Educational Qualification: i). Master's Degree in any discipline with at least 55% marks or its equivalent grade 'B' in the UGC 7 point scale from a recognised university/Institute. Experience: i) Holding an analogous post. ii) At least 15 years' experience as Assistant Professor in the AGP of 7000 /- and above or with 8 years of service in the AGP of 8000/- and above including as Associate Professor along with 3 years experience in educational administration, or iii) Comparable experience in research establishment and/or other institutions of higher education, or iv) 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or

		an equivalent post in the GP of Rs. 7600/- or above. <u>Desirable:</u> i). Relevant accounting and finance experience.
7.	Method of recruitment: whether by direct recruitment or by promotion or by deputation or transfer & vacancies to be filled by various methods	Deputation (including short-term contract) for a period of 5 years or till attaining the age of 62 years, whichever is earlier, or as fixed by Govt. of India by orders issued in this regard from time to time.

Recruitment Rules (2026) for the Post of Clerk

Sr. No	Particular	Criteria
1.	Name of the Post	Clerk
2.	Number of Post (S)	As per sanctioned strength
3.	Period of Probation if any:	As per Sarvajani University Decision
4.	Scale of Pay	
5.	Age limit for direct recruits	Preferably not exceeding 35 years
6.	Educational and other qualifications required for direct recruits	Preferred Educational qualification: B.Com with CCC knowledge from a government-affiliated college/institute, knowledge of Tally course
7.	Method of recruitment: whether by direct recruitment or by promotion or by deputation or transfer & vacancies to be filled by various methods	If the number of applications received is more than 3 times the number of advertised posts, then conduct a written test plus an interview, or direct interviews.