

**DEAN FACULTY OF AGRICULTURE
RAJMATA VIJAYARAJE SCINDIA KRISHI VISHWA VIDYALAYA,
GWALIOR (M.P.) - 474002**

No. IPRO/NAHEP/2023/ 28

Dated: 25/04/2023

Walk in interview

The PI, NAHEP-IDP, RVSKVV, Gwalior invite application for walk in Interview for engagement of Research Associate (RA)- 1 nos, Office Assistant cum Accountant- 1 nos. and Computer operator- 1 no. **on 08 May 2023 at 11.00 AM** and under NAHEP-IDP Project entitled **“Reinforcement of the brand value of University for designing market ready graduates for entrepreneurship and employment generation”** purely on contractual basis for the project period.

Please refer RVSKVV website www.rvskvv.net for more details and application form.



PI, NAHEP-IDP

**DEAN FACULTY OF AGRICULTURE
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GWALIOR (M.P.) – 474002**

WALK IN INTERVIEW ON 08.05.2023

Name of the Project	:	ICAR-IDP-NAHEP Project entitled “ Reinforcement of the brand value of University for designing market ready graduates for entrepreneurship and employment generation ”		
Post	:	Name of Post	Number of Posts	Place of Work
		Research Associate (RA)	01 (One)	NAHEP-IDP, RVSKVV, Gwalior
		Office Assistant cum Accountant	01 (One)	NAHEP-IDP, RVSKVV, Gwalior
		Computer Operator	01 (One)	NAHEP-IDP, RVSKVV, Gwalior
Period of engagement	:	September, 2023 or till termination of the project		
Place of Interview	:	Meeting room of Dean Faculty of Agriculture RajmataVijayaraje Scindia KrishiVishwaVidyalaya, Gwalior (M.P.)		

Essential and desired qualifications are as below

Post	No. of Post	Essential Qualification	Desirable Qualification
Research Associate (RA)	01	Essential: Ph. D in computer science/Information Technology Or ME/ M.Tech/ MCA in computer science/Information Technology At least two years’ experience in networking and installation and maintenance of networking software and programming. Proven experience of handling and providing networking solutions in a reputed higher educational institute/ University	i) Published research papers (ii) Experience in data organization/management (iii) Working knowledge of Computer (MS Office)/Technical writing skills iv) Good communication skill in English.
Office Assistant cum Accountant	01	Essential: <ul style="list-style-type: none"> • B.Com with minimum 60% or equivalent grade point. • DCA or PGDCA or Equivalent from 	Desirable: <ul style="list-style-type: none"> • Proven experience of minimum one year in maintaining office communication, stocks and

		Govt. Recognized Institution.	records etc in an industry/academic institution of higher learning. computers and Office software. • Proven ability of handling accounting software (Tally).
Computer Operator	01	Essential: <ul style="list-style-type: none"> • Graduation degree from recognized university • Possess a certificate of DCA from recognized Govt. institution • Passed the CPCT examination conducted by Govt of M.P. with minimum typing speed 30 words per minute 	Desirable: <ul style="list-style-type: none"> • Working Knowledge of computer, data entry on different software including MS office

Maximum Age limit (Years):

Name of Post	Age Limit
Research Associate	40 years for Male and 45 years for Female
Office Assistant cum Accountant	35 years for Male and 40 years for Female
Computer Operator	35 years for Male and 40 years for Female

Note: Age relaxation applicable as per the Madhya Pradesh Government rules.

Emolument (Rs./Month):

Name of Post	Emoluments in Rs.
Research Associate with Ph.D.	54000/- Plus HRA per month
Research Associate with Masters	49000/- plus HRA per month
Office Assistant cum Accountant	25000/- per month
Computer Operator	20000/- per month

Terms and Conditions:

1. Interested candidates can submit their complete application along with giving full bio-data with attested copies of testimonials/certificates. One passport size photograph and Bank Demand Draft of Rs 100/-(non-refundable) in favour of the **Comptroller, RVSKVV, Gwalior** payable at Gwalior may be submitted to the office of the Dean Faculty of Agriculture, RVSKVV, Gwalior-474 002 on or before 08.05.2023 up to 11:00 AM. The candidates already submitted the bank draft vide advertisement no. IPRO/NAHEP/2023/20 dated 06.04.2023 need not submit again, but they can apply fresh application along with photocopy of bank draft.
2. Candidates appearing for interview need to bring certificates/ degree/ diploma/credentials in original for verification.
3. The above posts are purely temporary and can be terminated on one months' notice from either side. The posts are co-terminus with the project.
4. Application form may be downloaded (Annexure 1) from university website www.rvskvv.net. Application should be annexed with duly attested certificates and mark sheets (From X onwards), experience certificates and no objection certificates (NOC) from their current employer (in case employed).
5. Only the candidates fulfilling the essential qualifications would be entertained for walk-in Interview.
6. The selected candidates have no claim for regular appointment after expiry of the project at RajmataVijayaraje Scindia Krishi Vishwa Vidyalaya, Gwalior (M.P.).
7. The University reserves all the rights to fill up or not to fill up the vacant posts or Increase and decrease the post without assigning any reason.
8. The candidate must bring one set of their complete bio data with self-attested copies of the testimonials and age proof with a passport size photograph along with all original certificates of all required certificates from matriculation onwards and experience certificate in original (if any) with them.
9. Concealing of facts or canvassing in any form shall lead to disqualification of the candidature or termination even after appointment.
10. The appointments may be terminated at any time without notice or assigning any reason thereof. The candidate may leave the assignment, on his/her own volition, by giving one month notice. At the end of the contract period, the RA, SRF, office assistant cum accountant and computer operator will have no right to claim any employment or engagement in the University.
11. No TA/DA will be paid to the candidates for appearing in interview.
12. Skill tests as per the requirement of posts may be conducted to judge the competence.
13. The selected candidates will be required to undergo medical examination as per the rules for ensuring their physical fitness before appointment.
14. The interview of eligible candidates will be held on **May 08, 2023 at 11.00 AM** in the Meeting room of the Dean Faculty of Agriculture, RVSKVV, Gwalior-474 002.



Rajmata Vijayaraje Scindia Krishi Vishwa Vidyalaya,

Raja Pancham Singh Marg, Gwalior (M.P.) - 474 002

APPLICATION FORM

(Details of Application Fee)

DD/IPO No.

Amount (Rs).....

Date

Passport Size
Photograph

Name of post positions applied for

Advertisement No.....

1. Name of the candidate :
(In Block letters)
2. Father/ Husband name :
3. Category (UR/SC/ST/OBC) :
4. Date of birth and age as on :
01.04.2023
5. Permanent Address :
6. Address for correspondence :
7. Contact Number :
8. Email ID :

9. Educational Qualifications and experience (in chronological order) (starting from 10th class including additional degree/diplomas):

Examination/ Degree	Name of Degree/ programme	Name of the Board/Univer sity	Year of passing	Division	Marks In per cent / OGPA	Subjects
Matriculation						
Intermediate						
Graduation						
Post Graduation						
Ph.D						

Any Other degree /Diploma						
Experience						

10. Details of experience, if any (list for which proof is available and produce proof)

11. Scholarships/Fellowship/Awards:

12. Publications:

13. Present / Previous employment

Name of the post	Address of present employer	Date of Appointment	Present Pay Scale

14. Additional Remarks if any

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(Note: Please add separate sheet if the space is insufficient)

Declaration

I do necessary declare that all the statement made in this application are true, complete and correct to the best of my knowledge and belief understand and agree that in the event of any information being found false or incorrect/incomplete or ineligibility being detected at any time before or after selection/interview, my candidature is liable to be rejected

(Signature of the Candidate with name)

Date:

Place:

*enclose self attested copies of educational qualifications and experience only.