



DEFENCE INSTITUTE OF ADVANCED TECHNOLOGY

(Deemed to be University U/S 3 of UGC Act 1956)

Girinagar, Pune-411 025

(Website: www.diat.ac.in)



EMPLOYMENT NOTIFICATION FOR THE POSITION OF REGISTRAR (ON DIRECT RECRUITMENT BASIS)

Advt. No.02-NTS-2022

Date: 9th March 2022

- The Defence Institute of Advanced Technology (DIAT)**, a Deemed to be University u/s 3 of UGC Act, 1956 is a premier educational institution significantly contributing in the sphere of Human Resource Development for the Defence Forces by way of imparting education, research and training on Defence Technologies to the officers of Armed Forces, Scientists of the DRDO, Technical officers of the Ordnance Factory Board, Directorate of Quality Assurance, Defence Public Sector Undertakings, friendly foreign countries in addition to regular civilian students. The Institute is also active in carrying out result oriented research as required for defence and national security.
- The Institute is located in a picturesque environment on the banks of Khadakwasla Lake surrounded by Sahyadri hills. The nearest Airport (30 kms) is at Lohegaon, Pune. The DIAT Campus is well served by the Pune Municipal Transport buses, auto rickshaws and taxis.
- DIAT invites applications from eligible Indian nationals for the position of Registrar. Details of the post and qualitative requirements are as under :-

Ser No	Details	
(a)	Name of the post	REGISTRAR
(b)	Number of Posts	01 (One) (UR)
(c)	Scale of Pay	Pay Level 14, 7 th Central Pay Commission
(d)	Maximum Age	55 Years as on 18 th April 2022
(e)	Method of Recruitment	Direct Recruitment
(f)	Age of superannuation	62 Years
(g)	Eligibility (Minimum Qualifications and Experience) :-	
(h)	<u>Essential Qualifications & Experience.</u> (i) Masters Degree with at least 55% of the marks or its equivalent grade of B in UGC seven-point scale. (ii) (ii) At least 15 years of experience as Assistant Professor in Academic Pay Level 11 and above or 8 years service as Assistant Professor in Academic Pay Level 12 and above including as Associate Professor along with experience in Higher Educational Administration OR Comparable experience in research establishment and / or other institutions of higher education OR 15 years of administrative experience of which 8 years as Deputy Registrar or an equivalent post. <u>Preferential Qualifications.</u> Ph.D. / M.Phil / Degree in Law obtained after graduation / MBA in HR or Systems / MCM, MCS, MCA / M.ED. / MPM or equivalent (Awarded by University recognised by UGC or AICTE).	

4. **Application Fee:** Application fee ₹1000/- for General, OBC, EWS category. Application fee is exempted for SC/ST/PWD (Divyang) & Woman candidates. Applicants are permitted to remit the application fee through NEFT, IMPS etc. and attach transaction slip along with the application. Account details for remittance of application fee are as under:-

Beneficiary Name : DIAT(DEEMED UNIVERSITY) IMPREST
Beneficiary Bank Name : State Bank of India, Branch-IAT Girinagar, Pune-25
Type of Acct & Account No : Current Account: 30166494269
Bank IFS Code : SBIN0002155; MICR Code : 411002021

5. **How to apply.** Apply on specific application form downloaded from the link Careers@DIAT available on Institute's website, www.diat.ac.in. Complete the application, affix recent passport size colour photograph and send along with proof of educational qualifications, indicating the year of obtaining the degree, proof of experience in a sealed envelope super-scribed %APPLICATION FOR THE POST OF REGISTRAR+ against Advt.02-NTS-2022q to the **Deputy Registrar (Admin), Defence Institute of Advanced Technology (Deemed to be University), Girinagar, Pune (Maharashtra)-411025** latest by 1700 Hrs on 18th April 2022.

Note. (i) **Those who have applied against the earlier Advt. No. 02-NTS-2021 need to apply afresh against this advt.**

(ii) Applications on e-mail or by hand will not be accepted. Transmission will only be by Courier or Speed post.

6. **Important Dates.** (i) Last date of receipt of application- 18th April 2022
(ii) Age will be calculated as on - 18th April 2022

7. **General Instructions.**

(a) The applicants are requested to go through all the instructions carefully and ensure that they fulfil all eligibility conditions. Their admission to all stages of the recruitment will be purely provisional and the final selection is subject to fulfilling the eligibility conditions. Hiding of information and providing false information will lead to cancellation of the candidature at any stage of recruitment.

(b) Candidates should carefully fill up all the required details in the application form including age, Educational qualifications, Specialisations as per Para 3 above, details of valid category/PWD certificates, Experience, the details of the payment etc., as no correspondence regarding change of details will be entertained. If any of their claims is found to be incorrect, it will lead to rejection of their candidature.

(c) Persons serving in Govt./Semi-Govt./PSUs/HEIs should send the completed application along with all relevant supporting documents, duly self-attested, THROUGH PROPER CHANNEL. However, such persons are advised to send an advance copy of their application to avoid procedural delay.

(d) The Institute shall not be responsible under any circumstances for any sort of postal delay. Applications received after the due date is liable to be summarily rejected.

(e) All qualifications obtained by the candidates should be from any recognized University/ Institution.

(f) The candidates are advised/ required to visit the Institute website **www.diat.ac.in** regularly. The list of candidates short listed for further participation in the selection process such as presentation/interview etc. will be displayed on the above website. No correspondence whatsoever will be entertained from candidates regarding reason for not being called for interview/outcome of interview.

(g) DIAT reserves the right to shortlist the candidates and also, not to fill up the position advertised in case of non-availability of suitable candidates. Also, Institute reserves the right to modify / defer or cancel the advertisement / recruitment at any stage of processing, without assigning any reasons.

(h) All Original documents with one set of self-attested copies and four passport size recent photographs of the candidate will have to be produced at the time of interview for verification (if shortlisted).

(i) Mere fulfilment of the above-mentioned qualifications/ experience etc., does not entitle a candidate to be called for interview. Where number of applications received in response to the advertisement is large, it may not be convenient or possible for the Institute to interview all the candidates. The Institute may restrict the number of candidates to be called for interview to a reasonable limit, on the basis of qualifications and experience higher than that of the minimum prescribed in the advertisement. Candidates should, therefore, furnish all the qualifications and experience possessed in the relevant field, over and above the minimum qualifications prescribed.

(j) The candidate is responsible for correctness and authenticity of the information provided in the application. If it is found at later date that the information given in the application is incorrect/false, the candidature/appointment/service is liable to be cancelled/ terminated.

(k) In case of any inadvertent mistake in the process of selection which is detected at any stage even after the issue of appointment letter, the Institute reserves the right to modify/cancel the appointment and withdraw any communication made to the candidates.

(l) In case of any dispute, decision of the Vice Chancellor, DIAT Pune, shall be final. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement can be instituted in Pune and courts/tribunals/forums at Pune only shall have sole and exclusive jurisdiction to try any such cause/disputes.

(m) Application once made will not be allowed to be withdrawn and fee once paid will NOT be refunded on any count nor can it be held in reserve for any other recruitment or selection cycle/process.

(n) Any form of canvassing, directly or indirectly will result in disqualification of the candidature.

(o) **NO INTERIM INQUIRY OR CORRESPONDENCE WILL BE ENTERTAINED.** No information will be sent to those candidates who are not short listed for interview/not selected. Candidates are advised to check the DIAT Website **www.diat.ac.in** for related information from time to time.
