



MAHARASHTRA NATIONAL LAW UNIVERSITY AURANGABAD

RECRUITMENT NOTIFICATION

Ref. No. MNLUA / ADMN / ADVT / 2022-2023 / 211

Date: 11 / 05 / 2022

[A] INTRODUCTION:

Maharashtra National Law University, Aurangabad has been established under Maharashtra National Law University Act, 2014, Vide Act No. VI, 2014, in the year 2017 having its headquarter in Aurangabad, Maharashtra. The University was established with a goal to impart a quality legal education in the country and is also part of the Consortium of National Law Universities of India.

The University invites Applications from the eligible candidates (kindly check the eligibility hereinafter mentioned) in the prescribed format (See Website) for filling up of the following Non-Teaching posts on Contractual basis in the University:

| POST. No | Name of the Posts | Number of Posts | Category/Reservation |
|---|--|-----------------|--------------------------|
| NON-TEACHING POSTS (Contractual) | | | |
| 1 | Registrar (Contractual basis for 03 years) In the pay scale of as per 7th CPC at Level 14 with rationalized entry pay of Rs.1,44,200/-) | 1 | Open to all (Unreserved) |
| 2 | Deputy Registrar (Contractual basis for 03 years) In the pay scale of as per 7th CPC (S-23 with rationalized entry pay of Rs.67,700/-) with other admissible allowances | 1 | Open to all (Unreserved) |
| 3 | Assistant Accounts Officer (Contractual basis for 03 years) In the pay scale of as per 7th CPC (S-20 with rationalize entry pay of Rs.56,100/-) with other admissible allowances. | 1 | Open to all (Unreserved) |



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|---|--|---|--------------------------|
| 4 | Internal Auditor: (Contractual basis for 03 years) In the pay scale as per 7th CPC (S-23 with rationalized entry pay of Rs.67,700/-) with other admissible allowances | 1 | Open to all (Unreserved) |
|---|--|---|--------------------------|

[B] ELIGIBILITY NORMS:

1) **REGISTRAR:**

A)

(i) An eminent scholar having a Ph.D. Degree in the concerned/allied/relevant discipline, and published work of high quality actively engaged in research with evidence of published work with, a minimum of 10 research publications in the peer-reviewed or UGC-listed journals and a total research score of 120 as per the criteria given in Appendix II, Table 2 as per UGC Regulations of 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 notified July 18, 2018.

(ii) A minimum of ten years of teaching experience in university/college as Assistant Professor/Associate Professor/Professor, and / or research experience at equivalent level at the University/National Level Institutions with evidence of having successfully guided doctoral candidate.

OR

B) An outstanding professional, having a Ph.D. Degree in the relevant/allied/applied disciplines, from any academic institutions/industry, who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, supported by documentary evidence provided he/she has ten years' experience.

Desirable Qualification:

- Experience in educational administration
- Experience of working in any of the National Law University
- Knowledge of Speaking and Writing in Marathi and English Language



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2) DEPUTY REGISTRAR:

Eligibility: A Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC 7- point scale; along with -

- Nine Years' of experience as Assistant Professor and above with experience in educational administration

OR

- Comparable experience in research establishment and/or other institutions of higher education,

OR

- 5 Years of administrative experience as Assistant Registrar or in an equivalent post.

3) ASSISTANT ACCOUNTS OFFICER:

- **Age:** Preferably below 35 years.
- **Essentials:**
 - A 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 OR A graduate and qualified Chartered or Cost Accountant
- **Experience:**
 - 5 years post qualification experience in educational and / research establishments
- **Desirable:**
 - Qualification in area of Management/Law.
 - Experience in handling Computerised Administration / Legal / Financial / Establishment matters.

4) INTERNAL AUDITOR:

- **Age:** Preferably below 45 years.
- **Essentials:**
 - i. Qualified Auditors / Certified Accountants from Audit and Accounts Service holding the post on regular basis with 03 (three) years' experience in PB-3 with GP' 5400/-.

Or

Qualified Auditors / Certified Accountants having 08 (eight) years' Experience in PB-3 with GP' 4,600/-.



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[D] GENERAL INSTRUCTIONS:

- 1) All appointments are subject to Rules and Regulations of the University / Government framed from time to time and subject to the approval of the Executive Council of the University.
- 2) **MNLU, Aurangabad is an institution of excellence and medium of instruction is English and the applicants should have good command on English language.**
- 3) Number of posts advertised is tentative and subject to change.
- 4) Mere fulfilling the eligibility conditions does not confer right on the candidate to be called for interview by the Selection Committee. A duly-constituted Screening and Evaluation Committee (SEC) will verify all applications and short-list them, before calling the candidates for interview.
- 5) Individual **API scores claimed by a candidate will be substantiated by the Screening and Evaluation Committee (SEC). UGC's scale and bench-mark shall be followed. Decision of the SEC in this regard shall be final and binding.**
- 6) Candidates currently working in other Institutions and Organisations shall furnish '**NO OBJECTION CERTIFICATE**' with the Application Form from the current employer, without which their Application Form/Candidature will not be considered further.
- 7) Candidates currently serving must send their applications through Proper Channel.
- 8) Candidates belonging to reserve category must submit an attested copy of relevant certificate (such as Caste Validity Certificate, etc.) signed by appropriate authority along with their Application Form.
- 9) Reservation Policy of the Government of Maharashtra will be followed. Applicant belonging to SC/ST categories will be eligible for relaxation of qualifying marks to an extent of 5% and age relaxation as per Maharashtra Government policy.
- 10) Application Fee for the Candidates belonging to SC / ST category is Rs.50 and for other Categories is Rs.100/- to be paid **in favour of 'Maharashtra National Law University Aurangabad'** through the **ONLINE LINK FOR PAYMENT: <https://forms.eduqfix.com/recruitmentn/add>** (Link for the Online Payment of Application Fee) Application Fee will not be refundable. Application Fee / Payment must be made only through the above mentioned Link and not by any other means. The **Receipt of the payment** of Application Fee must be attached to the Application Form (signed by the Candidate)
- 11) No interim query shall be entertained and No TA / DA for attending interview shall be paid to candidates.
- 12) Candidates must bring original documents at the time of interview for the purpose of verification of documents.



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- 13) Incomplete Application Form or Application Forms submitted without relevant supporting documents/enclosures (Self attested copies of Degree/Certificates/Marks Sheets/ Experience Certificate etc.) shall be rejected.
- 14) Candidates called for interview shall appear in person before the Selection Committee on the appointed date and time. Request for rescheduling the interview will not be considered. **No virtual mode of interview (Skype, Face Time, Video Conference etc.) will be permitted.**
- 15) The University reserves the right to fill or not to fill any of the posts. Also, University reserves right to withdraw any advertised post at time without assigning any reason. The decision of the University in this regard shall be final.
- 16) **Canvassing in any manner or canvass to influence the selection process, will summarily disqualify the candidate.**
- 17) The University reserves the right to disqualify any candidate who may have been shortlisted based on wrong information provided by the candidate. Persons, who have been selected/ appointed based on wrong information supplied by the candidate, may be terminated at any stage.
- 18) **Candidates who are having exposure of working in National Law Universities in India on similar designations shall be given preference.**
- 19) Only shortlisted candidates will be called for the interview.
- 20) Applications shall be made in the prescribed format available at <http://www.mnlua.ac.in> only. **Application made in any other manner shall not be considered.** Candidates are requested to carefully go through the instructions before submitting their applications.
- 21) Candidates must also indicate the “**Name of the Post**” and “**Post No.**” which they have applied on the **sealed envelope** to the University.
- 22) Selected candidates will be governed by the provisions of the Maharashtra National Law University Act, 2014 and the Regulations framed thereunder.
- 23) The Application Form in the prescribed format along with payment receipt / DD should reach the address: “**Registrar, Maharashtra National Law University, Aurangabad, Near Raje Sambhaji Sainik School, Nath Valley School Road, Kancharwadi, Aurangabad 431005 (Maharashtra)**” by 5:00 PM on or before 15/06/2022.
- 24) The Application Form must be sent through Post (RPAD or Speed Post or Otherwise) and must reach the above mentioned University Address.

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Registrar