



Re-Accredited 'B++' 2.86 CGPA by NAAC

VEER NARMAD SOUTH GUJARAT UNIVERSITY

University Campus, Udhna-Magdalla Road, SURAT - 395 007, Gujarat, India.

વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી

યુનિવર્સિટી કેમ્પસ, ઉધના-મગદલ્લા રોડ, સુરત - ૩૯૫ ૦૦૭, ગુજરાત, ભારત.

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E-mail : info@vnsgu.ac.in, Website : www.vnsgu.ac.in

Employment Notice

Veer Narmad South Gujarat University invites 'Online applications' for various Administrative positions of the University in connection with the permission granted by Education Department, Government of Gujarat, Gandhinagar vide Letter No.ED/MIS/e-file/3/2025/2912/KH2, dtd.29-05-2025 and Education Department, Government of Gujarat, Gandhinagar vide Resolution No.DGY/1217/172/KH2, dtd.19-09-2017. Eligible candidate shall be required to apply online on or before dtd.30/10/2025 till 6:00 pm at: <https://vnsgunt.samarth.edu.in/> The other details about application form fee, number of posts and minimum qualifications are available on the University website: www.vnsgu.ac.in and <https://vnsgunt.samarth.edu.in/>. Applicant needs to send two hard copies of the application on or before dtd.07/11/2025 along with all self-attested testimonials, certificates and all supporting documents to undersigned.

No.: GAD/NT/GIA/Emp.Notice/25862/2025

Sd/-

Date: 26/09/2025

REGISTRAR

Veer Narmad South Gujarat University

Udhana-Magdalla Road, Surat-395007

Employment Notice No.GAD/NT/GIA/EmpNotice/25862 /2025, Date: 26/09/2025

Non-Teaching/Administrative Positions

Sr. No.	Name of the Post	Number of Post(s)	Category			
			SC	ST	SEBC	Open/General
1	Assistant Librarian	01	--	--	--	1
2	Technical Assistant (Bioscience)	01	--	--	--	1
3	Athletic Coach	01	--	--	--	1
4	Junior Stenographer	01	--	1	--	
5	Additional Assistant Engineer	01	--	--	--	1
6	Laboratory Technician (Physics)	01	--	--	--	1
7	Laboratory Assistant (Bioscience)	01	--	--	--	1
8	Laboratory Assistant (Chemistry)	01	--	--	1	
9	Laboratory Assistant Cum Typist (Physics)	01	--	--	--	1
10	Technical Assistant (DCA)	01	--	--	--	1
11	Computer Operator (DCA)	01	--	--	--	1
12	Technician 'A' (USIC)	01	--	--	--	1
13	Technician 'B' (USIC)	01	--	--	--	1
14	Technician 'C' (USIC)	01	--	--	--	1
15	Driver	01	--	--	--	1
16	Cook-Khansama	01	--	--	--	1

Veer Narmad South Gujarat University

Udhana-Magdalla Road, Surat-395007

Employment Notice No.GAD/NT/GIA/EmpNotice/25862 /2025, Date: 26/09/2025

Pay Scale of Non-Teaching/Administrative Positions

Sr. No.	Name of the Post	Pay Scale (Rs.) As Per 7th Pay Commission
1	Assistant Librarian	Level 09 (53,100 - 1,67,800)
2	Technical Assistant (Bioscience)	Level 09 (53,100 - 1,67,800)
3	Athletic Coach	Fix Salary of Rs. 49,600/- per month for first five years Level 08 (44,900 – 1,42,400)
4	Junior Stenographer	Fix Salary of Rs.40,800/- per month for first five years Level 06 (35,400 – 1,12,400)
5	Additional Assistant Engineer	Fix Salary of Rs.40,800/- per month for first five years Level 05 (29,200 – 92,300)
6	Laboratory Technician (Physics)	Fix Salary of Rs.40,800/- per month for first five years Level 05 (29,200 – 92,300)
7	Laboratory Assistant (Bioscience)	Fix Salary of Rs.26,000/- per month for first five years Level 02 (19,900 – 63,200)
8	Laboratory Assistant (Chemistry)	Fix Salary of Rs.26,000/- per month for first five years Level 02 (19,900 – 63,200)
9	Laboratory Assistant Cum Typist (Physics)	Fix Salary of Rs.26,000/- per month for first five years Level 02 (19,900 – 63,200)
10	Technical Assistant (DCA)	Fix Salary of Rs.49,600/- per month for first five years Level 07 (39,900-1,26,600)
11	Computer Operator (DCA)	Fix Salary of Rs. 49,600/- per month for first five years Level 07 (39,900-1,26,600)
12	Technician 'A' (USIC)	Fix Salary of Rs.26,000/- per month for first five years Level 02 (19,900 – 63,200)
13	Technician 'B' (USIC)	Fix Salary of Rs.26,000/- per month for first five years Level 04 (25,500 – 81,100)
14	Technician 'C' (USIC)	Fix Salary of Rs.26,000/- per month for first five years Level 04 (25,500 – 81,100)
15	Driver	Fix Salary of Rs.26,000/- per month for first five years Level 02 (19,900 – 63,200)
16	Cook-Khansama	Fix Salary of Rs.26,000/- per month for first five years Level 02 (19,900 – 63,200)

Note:

1. Qualification for the post of Assistant Librarian is as per UGC/ State Government/ University norms.
2. Pay scale and terms & conditions as per State Government/ University norms.
3. For the post of Sr. No.(3) to (16) recruitment shall be as per Resolution No. Khrch/2002/57/Z1, Dated 16-02-2006 and Resolution No. Khrch/2002/57/(Part-4)/Z.1, Dated 18-10-2023 of Finance Department on fix pay for the first five years.
4. Relaxation as per university/state government norms.

Veer Narmad South Gujarat University

Udhana-Magdalla Road, Surat-395007

Minimum Qualifications for Administrative Positions in University Office/Department **Employment Notice No.GAD/NT/GIA/EmpNotice/25862 /2025, Date: 26/09/2025**

Name of Post : **Assistant Librarian**
No. of Post : 01 (One)
Qualification :

- I. A Master's Degree in Library Science, Information Science or Documentation Science or an equivalent professional degree, with at least 55% marks (or an equivalent grade in a point –scale, wherever the grading system is followed)
- II. A consistently good academic record, with knowledge of computerization of a library.
- III. Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be:

Provided that the, candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institution awarding the degree, and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges / Institutions subject to the fulfillment of the following conditions:-

- a. The Ph.D. degree of the candidate has been awarded in the regular mode
- b. The Ph.D. thesis has been evaluated by at least two external examiners;
- c. Open Ph.D. viva voce of the candidate has been conducted;
- d. The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
- e. The candidate has presented at least two papers based on his/her Ph.D work in conferences/seminars sponsored /funded/supported by the UGC/ICSSR/CSIR or any similar agency.

Note: The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

2. The selected candidate, if not already passed, will be required to pass the CCC (Course on Computer Concepts) and Hindi/Gujarati higher-level examinations during his/her Probation period, as per government norms.

3. Age Limit : 40 Years

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Veer Narmad South Gujarat University

Udhana-Magdalla Road, Surat-395007

Name of Post : **Technical Assistant (Biosciences)**

No. of Post : 01 (One)

Qualification :

1. M.Sc., Ph.D. (Microbiology/Botany/Zoology/Allied Subject) from UGC recognized University

OR

B.E./ B.Tech. (Electronics/Electrical/Instrumentation) from UGC/AICTE recognized University with two years (02) experience of Sophisticated Instruments Maintenance Like GCMS, HPLC, HPTLC, RT-PCR, NGS, Bio fragment Analyzer, Axioscope, Laboratory Management.

2. At the time of appointment selected candidate possesses a certificate of basic knowledge of computer applications of any recognized institute as per resolution No.CRR-10-2007-120320-G.5, dated 13/08/2008 of General Administrative Department, Gandhinagar.

OR

He/She has passed Computer Subject Examination either in 10th or 12th standard from government recognized board as per resolution No.CRR-10-2007-120320-G-5, dated 18/03/2016 of General Administrative Department, Gandhinagar.

3. The selected candidate, if not already passed, will be required to pass the CCC (Course on Computer Concepts) and Hindi/Gujarati higher-level examinations during his/her probation period, as per government norms.

4. Age Limit: 40 Years

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Name of Post : **Athletic Coach**

No. of Post : 01 (One)

Qualification and Experience

• **Essential :**

1. Any Graduate from UGC recognized University with Diploma from NIS (National Institute Of Sport) with Minimum 'B' grade.
2. Medalist at National/International level competition will be given preference.
3. Preference will be given to Candidates possessing Diploma from NIS and M.P.Ed
4. Candidates having experience as coach at State or Central government.
5. At the time of appointment selected candidate possesses a certificate of basic knowledge of computer applications of any recognized institute as per resolution No.CRR-10-2007-120320-G5, dt. 13/08/ 2008 and dt.18/03/2016 of General Administrative Department, Gandhinagar.
 - Selected candidate has to pass C.C.C. (Course on Computer Concept) and Hindi / Gujarati Higher Level examinations during contractual period as per Government resolution if not passed.
6. Age Limit: 35 Years

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Veer Narmad South Gujarat University

Udhana-Magdalla Road, Surat-395007

- Name of Post : **Junior Stenographer**
No. of Post : 01 (One)
Qualification and Experience : • **Essential** :
•
1. Any Graduate from UGC recognized University
2. Basic Knowledge of Computer application as prescribe by he Government
3. Adequate knowledge of Gujarati and English
4. Knowledge of either English Stenography at a Speed of 90 w.p.m or Gujarati Stenography at a Speed of 60 w.p.m. The person Knowing both English and Gujarati Stenography and typing will be preferred and those without the knowledge of stenography in any one language will be appointed on condition that he/she will tern the stenography in that language within two years probation period.
5. At the time of appointment selected candidate possesses a certificate of basic knowledge of computer applications of any recognized institute as per resolution No.CRR-10-2007-120320-G5, dt.13/08/ 2008 and dt.18/03/2016 of General Administrative Department, Gandhinagar.
6. Age Limit: 35 Years
• **Desirable** :
• Candidate having stenography skill in English and Gujarati will be Preferred.
• Selected candidate has to pass C.C.C. (Course on Computer Concept) and Hindi /Gujarati Higher Level examinations during contractual period as per Government resolution if not passed.

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- Name of Post : **Additional Assistant Engineer**
No. of Post : 01 (One)
Qualification :
1.B.E./ B.Tech. (Civil Engineering) from UGC/AICTE recognized University.
2. The selected candidate, if not already passed, will be required to pass the CCC (Course on Computer Concepts) and Hindi/Gujarati higher-level examinations during his/her five years contractual period, as per government norms.
3.Age Limit: 35 Years

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Veer Narmad South Gujarat University

Udhana-Magdalla Road, Surat-395007

Name of Post : **Laboratory Technician (Physics)**
No. of Post : 01 (One)
Qualification :

1. B.E./ B.Tech.(Electronics /Electrical /Instrumentation) from UGC/AICTE recognized University.

OR

Diploma (Electronics /Electrical /Instrumentation) from Department Technical Education recognized Institute/ UGC/AICTE recognized University with two years (02) experience of Instrument Maintenance.

2. At the time of appointment selected candidate possesses a certificate of basic knowledge of computer applications of any recognized institute as per resolution No.CRR-10-2007-120320-G.5, dated 13/08/2008 of General Administrative Department, Gandhinagar.

OR

He/She has passed Computer Subject Examination either in 10th or 12th standard from government recognized board as per resolution No.CRR-10-2007-120320-G-5, dated 18/03/2016 of General Administrative Department, Gandhinagar.

3. The selected candidate, if not already passed, will be required to pass the CCC (Course on Computer Concepts) and Hindi/Gujarati higher-level examinations during his/her Five years Contractual period, as per government norms

4. Age Limit: 35

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Name of Post : **Laboratory Assistant (Biosciences)**
No. of Post : 01 (One)
Qualification :

1. B.Sc. (Microbiology /Botany /Zoology /Medical Laboratory Technology/Allied Subject) from UGC recognized University.

OR

PGDMLT (Microbiology/Medical Laboratory Technology/ Laboratory Instrument) from UGC recognized University.

2. At the time of appointment selected candidate possesses a certificate of basic knowledge of computer applications of any recognized institute as per resolution No.CRR-10-2007-120320-G.5, dated 13/08/2008 of General Administrative Department, Gandhinagar.

OR

He/She has passed Computer Subject Examination either in 10th or 12th standard from government recognized board as per resolution No.CRR-10-2007-120320-G-5, dated 18/03/2016 of General Administrative Department, Gandhinagar.

3. The selected candidate, if not already passed, will be required to pass the CCC (Course on Computer Concepts) and Hindi/Gujarati higher-level examinations during his/her Five years Contractual period, as per government norms.

4. Age Limit : 35 Years

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Veer Narmad South Gujarat University

Udhana-Magdalla Road, Surat-395007

Name of Post : **Laboratory Assistant – (Chemistry)**

No. of Post : 01 (One)

Qualification :

1. B.Sc. (Chemistry) from UGC recognized University.
2. At the time of appointment selected candidate possesses a certificate of basic knowledge of computer applications of any recognized institute as per resolution No.CRR-10-2007-120320-G.5, dated 13/08/2008 of General Administrative Department, Gandhinagar.

OR

He/She has passed Computer Subject Examination either in 10th or 12th standard from government recognized board as per resolution No.CRR-10-2007-120320-G-5, dated 18/03/2016 of General Administrative Department, Gandhinagar.

3. Selected candidate has to pass C.C.C. (Course on Computer Concepts) and Hindi/Gujarati Higher Level examinations during his/her Five years Contractual period, as per government norms.
4. Age Limit : 35 Years

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Name of Post : **Laboratory Assistant cum Typist – (Physics)**

No. of Post : 01 (One)

Qualification :

1. B.Sc. (Physics) from UGC recognized University.

OR

B.E./B.Tech. (Electronics /Electrical /Electronic & Communication) from UGC/AICTE recognized University.

2. At the time of appointment selected candidate possesses a certificate of basic knowledge of computer applications of any recognized institute as per resolution No.CRR-10-2007-120320-G.5, dated 13/08/2008 of General Administrative Department, Gandhinagar.

OR

He/She has passed Computer Subject Examination either in 10th or 12th standard from government recognized board as per resolution No.CRR-10-2007-120320-G-5, dated 18/03/2016 of General Administrative Department, Gandhinagar.

3. The selected candidate, if not already passed, will be required to pass the CCC (Course on Computer Concepts) and Hindi/Gujarati higher-level examinations during his/her Five years Contractual period, as per government norms.
4. Age Limit: 35 Years

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Veer Narmad South Gujarat University

Udhana-Magdalla Road, Surat-395007

Name of Post : **Technical Assistant (DCA)**

No. of Post : 01 (One)

Qualification :

1. A Bachelor's degree from a UGC-recognized university in Computer field (e.g., BCA, B.Sc. Computer Science, B.Sc. IT, B.E. Computer Engineering, B.Tech. Computer Engineering, B.E. Information Technology) or equivalent degree from a UGC-recognized university.
2. The selected candidate, if not already passed, will be required to pass the CCC (Course on Computer Concepts) and Hindi/Gujarati higher-level examinations during his/her Five years Contractual period, as per government norms.
3. Age Limit : 35 Years

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Name of Post : **Computer Operator (DCA)**

No. of Post : 01 (One)

Qualification :

1. A Bachelor's degree from a UGC-recognized university in Computer field (e.g., BCA, B.Sc. Computer Science, B.Sc. IT, B.E. Computer Engineering, B.Tech. Computer Engineering, B.E. Information Technology) or equivalent degree from a UGC-recognized university.
2. The selected candidate, if not already passed, will be required to pass the CCC (Course on Computer Concepts) and Hindi/Gujarati higher-level examinations during his/her Five years Contractual period, as per government norms.
3. Age Limit : 35 Years

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Veer Narmad South Gujarat University

Udhana-Magdalla Road, Surat-395007

Name of Post : **Technician 'A' (USIC)**

No. of Post : 01 (One)

Qualification : B.E./B.Tech. (Computer Engineering/IT/ICT) from UGC/AICTE
recognized University

OR

Diploma (Computer Engineering/IT/ICT) from Department
Technical Education recognized Institute/ UGC/AICTE
recognized University with two years (02) experience of
Computer/Network/IT Infrastructure Maintenance.

1. The selected candidate, if not already passed, will be required to pass the CCC (Course on Computer Concepts) and Hindi/Gujarati higher-level examinations during his/her Five years Contractual period, as per government norms.

2. Age Limit: 35 Years

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Name of Post : **Technician 'B' (USIC)**

No. of Post : 01 (One)

Qualification :

1. B.E./B.Tech. (Mechanical/Electrical) from UGC/ AICTE
recognized University

OR

Diploma (Mechanical/Electrical) from Department Technical
Education recognized Institute/ UGC/AICTE recognized
University with two years (02) experience of Instrument/
Equipment Maintenance.

2. At the time of appointment selected candidate possesses a certificate of basic knowledge of computer applications of any recognized institute as per resolution No.CRR-10-2007-120320-G.5, dated 13/08/2008 of General Administrative Department, Gandhinagar.

OR

He/She has passed Computer Subject Examination either in 10th or 12th standard from government recognized board as per resolution No.CRR-10-2007-120320-G-5, dated 18/03/2016 of General Administrative Department, Gandhinagar.

3. The selected candidate, if not already passed, will be required to pass the CCC (Course on Computer Concepts) and Hindi/Gujarati higher-level examinations during his/her Five years Contractual period, as per government norms.

4. Age Limit: 35 Years

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Veer Narmad South Gujarat University

Udhana-Magdalla Road, Surat-395007

Name of Post : **Technician 'C' (USIC)**
No. of Post : 01 (One)
Qualification :

1. B.E./B.Tech. (Electronics /Electrical /Electronics & Communication) from UGC/ AICTE recognized University

OR

Diploma (Electronics /Electrical /Electronics & Communication) from Department Technical Education recognized Institute/ UGC/ AICTE recognized University with two years (02) experience of Instrument/ Equipment Maintenance.

2. At the time of appointment selected candidate possesses a certificate of basic knowledge of computer applications of any recognized institute as per resolution No.CRR-10-2007-120320-G.5, dated 13/08/2008 of General Administrative Department, Gandhinagar.

OR

He/She has passed Computer Subject Examination either in 10th or 12th standard from government recognized board as per resolution No.CRR-10-2007-120320-G-5, dated 18/03/2016 of General Administrative Department, Gandhinagar.

3. The selected candidate, if not already passed, will be required to pass the CCC (Course on Computer Concepts) and Hindi/Gujarati higher-level examinations during his/her Five years Contractual period, as per government norms.
4. Age Limit: 35 Years

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Name of Post : **Cook - Khansama**
No. of Post : 01 (One)
Qualification and Experience :

1. Higher Secondary School Certificate Examination conducted by a Secondary and/ or Higher Secondary Education Board or possess an equivalent qualification recognised as such by the government.

OR

Diploma Course in Cooking from a recognized Institute/University after Secondary School Certificate Examination.

2. Minimum three years of cooking experience in any reputed Institution/Hotel/Restaurant.
3. At the time of appointment selected candidate possesses a certificate of basic knowledge of computer applications of any recognized institute as per resolution No.CRR-10-2007-120320-G5, dt.13/08/2008 and dt.18/03/2016 of General Administrative Department, Gandhinagar.
- Selected candidate has to pass C.C.C. (Course on Computer Concept) and Hindi / Gujarati Higher Level examinations during contractual period as per Government resolution if not passed
4. Age Limit: 35 Years

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Veer Narmad South Gujarat University

Udhana-Magdalla Road, Surat-395007

Name of Post : **Driver**
No.of Vacancy : 01 (One)
Qualification and Experience :

1. Higher Secondary School Certificate Examination conducted by a Secondary and/ or Higher Secondary Education Board or possess an equivalent qualification recognized as such by the government.
 2. Have the experience of driving for a period of about five years.
 3. Possess a valid motor driving license for heavy motor vehicles of about three years standing.
 4. Have passed a practical test in driving and possess adequate knowledge of motor vehicles maintenance, traffic signs and hand signals.
 5. Have good physique with-
 - I. In case of male candidate:-
 - a) height not less than 162 centimeters, (158 centimeters in case of candidate belonging to Scheduled Tribes of the Gujarat Origine) and
 - b) chest measurement of not less than 84 centimeters when full inflated with a minimum expansion of 5 centimeters:
 - II. In case of female candidate, height not less than 158 centimeters (155 centimeters in case of candidates belonging to Scheduled Tribes of the Gujarat Origine).
 6. Not be colour blind and must have good vision with or without glasses.
 7. Have adequate knowledge of Gujarati and/ or Hindi
 8. At the time of appointment selected candidate possesses a certificate of basic knowledge of computer applications of any recognized institute as per resolution No.CRR-10-2007-120320-G5, dt.13/08/2008 and dt.18/03/2016 of General Administrative Department, Gandhinagar.
- Selected candidate has to pass C.C.C. (Course on Computer Concept) and Hindi/Gujarati Higher Level examinations during contractual period as per Government resolution if not passed.
9. Age Limit: 35 Years

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Re-Accredited 'B++' 2.86 CGPA by NAAC

VEER NARMAD SOUTH GUJARAT UNIVERSITY

University Campus, Udhna-Magdalla Road, SURAT - 395 007, Gujarat, India.

વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી

યુનિવર્સિટી કેમ્પસ, ઉધના-મગદલ્લા રોડ, સુરત - ૩૯૫ ૦૦૭, ગુજરાત, ભારત.

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E-mail : info@vnsgu.ac.in, Website : www.vnsgu.ac.in

General instructions for the Non-teaching/Administrative Positions

Employment Notice No.GAD/NT/GIA/EmpNotice/25862/2025, Date: 26/09/2025

1. The candidate who desires to apply for more than one Non-Teaching/Administrative post will be required to apply separate application and an additional application fee along with each application.
2. Candidates applying for the Post of Sr. No. 1 in the advertisement needs to follow the guidelines prescribed by UGC vide Notification dated 18th July 2018 and subsequent amendments from time to time till the last date of receiving application.
3. The appointment of the selected candidate for the said post on regular basis from the grants released by state government shall be subject to the conditions laid down by the state government / university from time to time. Recruitment of Non-teaching/Administrative post as mentioned on Sr. No. (3) to (16) shall be as per Resolution No. KhRCh/2002/57/(Part-4)/z.1, Dated 18-10-2023 of Finance Department, Government of Gujarat on fix pay for the first five years.
4. Applicants must submit the application through online recruitment portal at <https://vnsgurec.samarth.edu.in> on or before dt.30/10/2025 till 6:00 pm and must upload the necessary documents with the online application.
5. **Applicant shall submit copy of printout of the application along with necessary certificates and testimonial in two sets by Speed Post/Registered Ad/In person to The Registrar, Veer Narmad South Gujarat University, University Campus, Udhna- Magdalla Road, Surat- 395007. The envelope should be superscripted with "Application for the post of " so as to reach The Registrar, Veer Narmad South Gujarat University, University Campus, Udhna- Magdalla Road, Surat- 395007 on or before dt.07/11/2025 till 6:10 pm. Applications received after the due date will not be considered. The University will not be responsible for postal delay, if any.**
6. The applicant must ensure that he/she fulfills the eligibility conditions for the Post applied as per respective Notifications.
7. In no circumstances any content of the application form should be modified.
8. The prescribed application fee is Rs.500 /- (Five Hundred only) for General Category and 200/- (Two Hundred only) for Scheduled Caste (SC)/ Scheduled Tribe (ST)/ socially and Economically Backward Class (SEBC)/ Economically Weaker Section (EWS) to be payable online.
9. Bank charges towards the online payment service as applicable will be additionally payable by the candidate.
10. Reservation for SC/ST/SEBC/EWS and Persons with Benchmark Disabilities will be as per the existing policy of Government of Gujarat.

11. Candidates belonging to reserved category (SC/ST/SEBC/EWS) or physically handicapped or Ex-serviceman must attach necessary certificate from the competent authority of the state. SEBC candidate should furnish the Current Financial Year's "Non-Creamy Layer Certificate" in the prescribed Performa along with his/her application form, failing which the candidate will not be entitled to get the benefit of reserved category. SC, ST, SEBC and EWS candidates of origin of Gujarat can only avail the benefit of reservation.
12. Candidates seeking reservation under Scheduled Caste (SC)/ Scheduled Tribe (ST) Category are required to submit Certificate in the format prescribed by the Government of Gujarat.
13. Candidates applying for the Post (s) reserved for socially and Economically Backward Class (SEBC) should submit a Self-Attested Copy of a Valid Caste Certificate specifically mentioning Creamy Layer-Exclusion in the format prescribed by the Government of Gujarat.
14. Candidates applying for the Post (s) reserved for EWS Category have to submit Certificates for eligibility for reservation in favour of EWS in the format as prescribed by the Government of Gujarat.
15. Applicants are advised to apply to the University well in advance without waiting for the last date and time to avoid any kind of delays due to unforeseen events or circumstances. The University shall not be responsible for any delay at any stage.
16. Applicants who are already in service should apply through their present employer. Direct application shall not be considered. However, due to any unavoidable circumstances, if the application through proper channel is likely to be delayed then an advance copy along with required application fee may be sent on or before the due date mentioning ADVANCE COPY on envelop. Persons employed after making application in response to this advertisement should bring "NO OBJECTION CERTIFICATE" at the time of interview from their employers.
17. The application fee will not be refunded once the form has been submitted by the applicant.
18. Any change in address mentioned in the application form should be communicated in written to The Registrar, Veer Narmad South Gujarat University, University Campus, Udhna- Magdalla Road, Surat- 395007.
19. Candidates are advised to satisfy themselves before applying that they possess the prescribed qualifications. No inquiry asking for advice as to eligibility will be entertained.
20. No Correspondence will be entertained from applicants who are not eligible to be called for a personal interview.
21. Experience and qualifications will be reckoned as on the last date and time for submission of application. Any updating of qualifications, credentials, experience, etc. will not be entertained after the last date and time of receiving the application.
22. Any additional qualifications, experience, number of papers published, honours and other achievements gained by the candidate during the period between the last date of application and the date of conducting the interview shall not be taken into consideration.
23. A candidate who provides incorrect or false information or suppresses material information will be disqualified and if appointed, will be liable to be dismissed.

24. The appointment of the candidate shall be subject to the conditions of service rules of the State Government/Gujarat Public Universities Uniform Statues, 2024/University as may be amended from time to time.
25. Table 3A(Score card proforma) is applicable for the post of Assistant Librarian. The candidate needs to submit conversion table from CGPA to percentage in case of marksheet with CGPA without fail and all verifiable proofs/documents in two sets for claiming scores/marks in Score Card Proforma. In case of ambiguity or absence of such proof score/marks claimed by the candidate shall not be considered.
26. In case of any Dispute/Ambiguity that may occur in the process of selection, the decision of the Vice-Chancellor/Executive Council/Board of Management, Veer Narmad South Gujarat University, Surat in all matters relating to Eligibility, Acceptance or Rejection of Application, mode of selection, personal Interview shall be final and no query or correspondence will be entertained in this connection from any individual or his/her agency.
27. Candidates, who have obtained Degrees or Diplomas or Certificates for various Courses/Academic Programs from any Institution declared Fake/Derecognized by various statutory bodies shall not be eligible for being considered for recruitment.
28. For updates Candidates are advised to check regularly the Website of Veer Narmad South Gujarat University, Surat: **www.vnsgu.ac.in** and **<https://vnsgurec.samarth.edu.in>**.
29. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issuance of the appointment letter, the University reserves the right to cancel the appointment/selection of the candidate.
30. Incomplete applications in any respect will not be considered and shall be rejected.
31. Canvassing in any form on behalf of or by any candidate will disqualify him/her from being considered.
32. Admit Card/Hall Ticket/Call letters and other correspondence regarding application will be sent to the candidates by e-mail only and necessary information shall be displayed on the website of the University.
33. No TA/DA shall be paid to the candidates for attending Written Examinations/Personal Interviews.
34. Pay Protection, other entitlements, and service conditions will be as per the rules and regulations laid down by the Government of Gujarat from time to time.
35. The Veer Narmad South Gujarat University, Surat reserves the right:
 - i. To withdraw the advertisement either partly or wholly at any time without giving any reason.
 - ii. To fill or not to fill up some or all the posts advertised for any reason whatsoever.
 - iii. To increase/decrease the number of Non-Teaching/Administrative positions after the due procedure as per directions of UGC, New Delhi / Gujarat Government from time to time.

36. Any dispute regarding the recruitment will fall under the jurisdiction of Surat, Gujarat State.

37. Appointment will be given to the selected candidates only after approval of Government of Gujarat.

Place: Surat

Sd/-

Date :26/09/2025

REGISTRAR

Table No: 3A
Criteria for Short-listing of Candidates for Interview for the post of Assistant Librarian.

Sr. No	Academic Record	Maximum Score	Score claimed by candidate	Score verified/ Assigned by University	Encl. Page Nos. From __ To __
1	Graduation 80% & Above = 15 60% to less than 80% = 13 55% to less than 60% = 10 45% to less than 55% = 05	15			
2	Post-Graduation 80% & Above = 25 60% to less than 80% = 23 55% (50% in case of SC/ST/OBC (non-creamy layer)/PWD) to less than 60% = 20	25			
3	M.Phil. 60% & above = 07 55% to less than 60% = 05	07			
4	Ph.D.	30			
5	NET with JRF	07			
	NET	05			
	SLET/SET	03			
6	Research Publications (2 marks for each research publications published in Peer-Reviewed or UGC-listed Journals)	10			
7	Teaching / Post Doctoral Experience (2 marks for one year each)#	10			
8	Awards				
	International / National Level (Awards given by International Organisations/ Government of India / Government of India recognised National Level Bodies)	03			
	State-Level (Awards given by State Government)	02			
Total					

#However, if the period of teaching/Post-doctoral experience is less than one year then the marks shall be reduced proportionately.

Note:

(A) (i) M.Phil + Ph.D Maximum - 30 Marks

(ii) JRF/NET/SET Maximum - 07 Marks

(iii) In awards category Maximum - 03 Marks

(B) Number of candidates to be called for interview shall be decided by the concerned universities

(C)

Academic Score	-	80
Research Publications	-	10
Teaching Experience	-	10
Total	-	100

(D) Score shall be valid for appointment in respective State SLET/SET Universities/ Colleges/ Institutions only