



S.N.D.T. WOMEN'S UNIVERSITY

**1, Nathibai Thackersey Road,
MUMBAI-400 020**

**DETAILS OF THE POSTS PUBLISHED IN THE ADVERTISEMENT NO. 02 OF 2022
(PUBLISHED IN LOKSATTA & INDIAN EXPRESS ON 28.04.2022)**

LAST DATE FOR SUBMISSION OF DULY FILLED IN APPLICATIONS 27.05.2022

- Applications are invited for the following posts of the University.
- Prescribed application form is available at University website : **www.sndt.ac.in**
- The prescribed application form can be downloaded from the University website.
- The application form fee needs to be submitted by Demand Draft of Rs. 500/- for reserved category & Rs. 1000/- for Open category from any **Nationalized Bank** in favour of **The Registrar, SNDT Women's University, Mumbai, payable at Mumbai.**
- The candidate is advised to fill the said application form properly. There after the applicant has to submit 07 copies of applications (One original + 06 photo copies), to the undersigned along with 03 separate sets of mark sheets of all examinations, testimonials, No Objection Certificates from present employer, caste certificate, validity certificate if any, experience certificates, appointment letters, list of publications, seminars/workshops attended, membership on various authorities of the University, to the University.
- The candidate has to apply separately for every post if he/she wants to apply.
- The complete set of application form be submitted at the following address :

**The Registrar (Addl. Charge)
S.N.D.T. Women's University,
Inward-Outward Section,
01, N. T. Road,
New Marine Lines,
Mumbai – 400 020.**

Seven Point Scale (for Higher Education & Technical Education)

GRADE POINT	GRADE	PERCENTAGE EQUIVALENT
'O' = Outstanding	5.50 – 6.00	75 – 100
'A' = Very Good	4.50 – 5.49	65 – 74
'B' = Good	3.50 – 4.49	55 – 64
'C' = Average	2.50 – 3.49	45 – 54
'D' = Below average	1.50 – 2.49	35 – 44
'E' = poor	0.50 – 1.49	25 – 34
'F' = Fail	0 – 0.49	0 – 24

NOTE :

- 'B' in the seven points scale with letter grades O,A,B,C,D,E, and F shall be regarded as equivalent of 55% where ever the grading system is followed.
- Candidate needs to submit NOC from the present employer at the time of Interview.
- The minimum requirement of 55% shall not be insisted upon for Professors, Associate Professor the existing incumbents who are already in the University system. However, these marks shall be insisted upon for those entering the system from outside and those at the entry point of Assistant Professor.
- A relaxation of 5% may be provided from 55% to 50% of the marks at the Master's level for the SC/ST/Physically Handicapped category.
- A relaxation of 5% may be provided from 55% to 50% of the marks to the Ph.D. degree holders, who have passed their Master's degree prior to 19th September, 1991.
- A relaxation of the minimum marks at the PG level from 55% to 50% for appointment as Assistant Professor may be provided to the candidates who have cleared the JRF examination conducted by UGC/CSIR only, prior to 1989, when the minimum marks required to appear for JRF exam were 50%.
- These relaxations will be made wherever applicable.

GENERAL CONDITIONS AND IMPORTANT INSTRUCTIONS

ADVT. NO. 02 / 2022 DATED 28.04.2022

1. Read carefully the detail information given on sndt.ac.in Ensure that you are eligible for the post applied as per educational qualification, experience, category, age etc.
2. Candidates are requested to fill in relevant column in the Application form. For other column/s which is not applicable they should leave it blank.
3. Last date of receiving application by downloading the application form from University website and duly filled the said form with all the requisite documents in 07 sets (01 Set of Original application attested + 06 photo copies) along with the Demand Draft of Rs. 1000/- (Rupees : One Thousand only) for Open category and Rs. 500/- (Rupees : Five Hundred only) for reserved category is on or before **27.05.2022** upto **5:30 p.m.** The Demand Draft should be drawn in favour of **“The Registrar, S.N.D.T. Women’s University, Mumbai.”**
4. Prescribed Application Form which is available on University website will only be considered. Applications in other format such as Bio-data, C.V. will not be considered.
5. Separate application should be submitted for each post.
6. Qualifications and experiences as notified by the Government of Maharashtra, University Grants Commission and SNDT Women’s University from time to time will be applicable.
7. Experience in form of Appointment on contract basis, daily wages, temporary, ad-hoc basis will not be considered.
8. Do not attach any original documents with the application, only attested copies will be accepted.
9. A recent passport size photograph duly self attested should be affixed on the application.
10. The University reserve the right to cancel, amend or modify any clause of this advertisement.

GENERAL INSTRUCTIONS

1. Candidates belonging to the reserved categories as recognized by the State of Maharashtra shall only be considered under reserved categories. The candidate belonging to the reserved categories other than the State of Maharashtra will be treated as Open.
2. Candidates claiming the benefit of reservation under SC, ST, VJNT, Special BC & OBC categories, should produce a caste certificate at the time of interview. They will also enclose an attested copy of caste validity certificate issued by the Caste Scrutiny Committee, if available with them at the time of interview. However, the candidate who applied without submitting Caste Validity Certificate, if selected, an appointment order will be issued to him/her as per the provisions / directives prescribed in G.R. of Govt. of Maharashtra.
3. For claiming the benefit of caste reservation, candidates should submit attested copy of Caste Certificate, Caste Validity (If available) and Certificate of Domicile of Govt. of Maharashtra issued by the appropriate authority of Govt. of Maharashtra at the time of interview.
4. The caste certificate issued by appropriate Competent Authority of the State of Maharashtra only will be considered as valid for availing the benefit of reservation including application fees.
5. Reserved Category candidates should be domicile of the state of Maharashtra State and should be from the categories notified by the State of Maharashtra viz (a) Scheduled castes (b) Scheduled Tribes (c) VJNT Special Backward Class and (e) Other Backward Class.
6. The Government Resolutions / Circulars issued by the Government of Maharashtra from time to time will be applicable.
7. Educational qualifications & relevant experience till last date of the submission of application shall be considered.
8. Fee for Application form once paid will not be refunded under any circumstances.
9. Government and Semi Government Servant:
 - 9.1 No objection certificate from the present employer is mandatory for Government and Semi Government employees.
 - 9.2 The employees who have been terminated from Government or Semi Government service due to in disciplinary action or had to take compulsory retirement Under MCSR 1981 are not eligible to apply.
 - 9.3 Those who are appointed after 01/11/2005 are eligible for pension as per GR No. अंनियो/१००५/१२६/सेवा - ४, दि. ३१ ऑक्टोबर २००५ under DCPS Scheme.
 - 9.4 Even if any of the candidates have registered their names with any of the District Employment & Self Employment information Centres, it is mandatory for them to apply and follow all procedure. They have to produce their registration certificate at the time of evaluation of certificates.

10. **Candidates already employed must submit their applications through proper channel.**
11. The envelope containing the application form should be super scribed as "Application for the post of _____"
12. **The application form along with the required documents and demand draft should be send to the Office of the Registrar, SNDT Women's University, 01, N.T. Road, Mumbai – 400 020 on or before 27.05.2022 upto 05.30 p.m.)**
13. Candidates are requested to visit the website sndt.ac.in from time to time to avail the information and circulars notified by the University. It will be sole responsibility of candidate to visit aforesaid websites time to time to remain update regarding recruitment process. The University will not entertain any inquiry regarding eligibility criteria.
14. The University will not stand responsible for any delay or non acknowledgement of postal correspondence.
15. Candidates will be communicated via email & SMS. Hence Candidate must provide correct email Id & Mobile Number for the said purpose. SNDT Women's University will not be responsible for Non Communication due technical difficulties beyond control as well as to **Incomplete/Incorrect/NCPR Registered (DND)** mobile number or email Id registered by candidate in application form.
16. Applications incomplete in any respect, applications without demand draft, required supporting documents or applications received after the due date will not be considered.
17. No correspondence with non eligible candidates will be made by the University authority.
18. Candidates shall have to produce original documents at the time of interview.
19. Incorrect information provided by the candidate will be liable for legal action & the recruitment process will stop immediately.
20. Candidates furnishing incorrect or false information shall stand disqualified at any stage.
21. Canvassing directly or indirectly will be a disqualification for the candidate.
22. Experience on substantive post with the prescribed pay scale will be considered.
23. Queries or correspondence in respect of eligibility criteria, issuance of call letters for interview or selection of candidate will not be entertained at any stage.
24. No travelling/halting or other allowances will be paid to the candidate by the University for attending the interview.
25. Accommodation will not be provided by the University.
26. The applicant can not avail the benefits of any printing or inadvertently committed mistake in the advertisement.
27. Any addendum/corrigendum shall be posted only on the university website.
28. The University shall reserve the rights not to fill some or all the post advertised.
29. The decision of the appointing authority will be final and binding on applicants and no correspondence in this regard will be entertained.

DOCUMENTS TO BE ATTACHED

Candidate must attach the copies of the necessary supporting attested documents with the application in following order :

1. Document in support of Date of Birth
2. Copy of Govt. Gazette of any other appropriate certificate in case of change in name.
3. Caste certificate issued by the competent authority if candidate belongs to Scheduled Caste/ Scheduled Tribe/ Denotified Tribe/ Nomadic Tribe/ Other Backward Class/ Special Backward Class.
4. Non creamy layer certificate is required for the candidates belonging to the DT-A, NT-B, NT-C, NT-D, OBC and SBC categories as per Government of Maharashtra Circular No. CBC10/2006/ Pra. Kra. 15/ MAVAK 5 dated 5th June 2006, issued by the competent authority after the date 01.04.2013.
5. Caste Validity Certificate, if any.
6. Degree/Diploma Certificates, statement of Marks and other certificates of the educational qualifications
7. Approval letters in case of teachers of affiliated colleges/recognized institutions.
8. Appointment Orders from the University (if applicable).
9. Certificates of teaching / administrative experience and / or post doctoral research.
10. As per the Notification No. SRV.2000/CR (17/2000) XII dated 28th March, 2005 issued by General Administration Department, Mantralaya, Mumbai, Candidates shall submit the declaration of the small family in the prescribed proforma attached with application form as Declaration.

RIGHTS OF UNIVERSITY AND SELECTION COMMITTEE

1. The University reserves the right to make the changes in the advertisement. Such decision of the University will not be notified or intimated to the candidates.
2. The University reserves all rights not to fill some or all the post in the advertisement.
3. If any false / incorrect information furnished by the candidate is detected at any stage of recruitment process, his/her candidature will not be considered.
4. If the candidate knowingly or will fully furnishes incorrect or false particulars or suppresses material information, he/she will be disqualified and if appointed, shall be liable for dismissal from the University service without any notice or assigning any reasons whatsoever.
5. Even after submission of application, candidate can be debarred on grounds of wrong information, pressuring University Selection Committee by direct or indirect methods.
6. Grievance pertaining to appointments, interviews or selections shall be dealt by the University and its decision shall be final.
7. The decision of the Management in all matters relating to recruitment shall be final and no individual correspondence will be entertained.
8. If any candidate directly or indirectly tries to influence any officer of the University, he/she will be disqualified.

(DR. VANDANA SHARMA)
REGISTRAR (ADDL.CHARGE)

Advertisement No. 02 of 2022
Date : 28.04.2022

EDUCATIONAL QUALIFICATION, EXPERIENCE, PAY BAND, RESERVATION

Sr. No.	Name of the Post	Qualifications, Experience, Age & Tenure
01	<p align="center">Finance & Accounts Officer (Unreserved – 01) (Tenure – 05 years)</p>	<p>Pay Matrix : (131100 – 216600) Level – 29 in revised pay Matrix as per seventh pay commission notification dated 8th November, 2020 of the Higher and Technical Education Dept., Government of Maharashtra, Mantralaya, Mumbai – 32.</p> <p>Qualifications and Experience :- (a) The Finance & Accounts Officer shall be a person who is a Chartered Accountant or a Cost Accountant, with professional experience of not less than five years.</p> <p>TERM :</p> <p>As per the provision under section 18(5) of the Maharashtra Public Universities Act, 2016.</p> <p>The appointment of the Finance and Accounts officer shall be for the term of five years or till the age of superannuation, whichever is earlier, and he shall not be eligible for re-appointment of that University.</p> <p>Note :- This is re-advertisement, the candidate who have already applied for the above post in respect of advertisement No. 1 of 2022 dated 26.01.2022, need not apply again. However, they can submit their revised updated Bio-data, if any, with respect to the qualifications mentioned.</p>
02	<p align="center">Dean, Faculty of Humanities (1 Post) (Co-terminus post)</p>	<p>Academic level 14 with rationalized entry pay of Rs. 1,44,200/-</p> <p>As per Government of Maharashtra G.R. No. Padani – 2017/Pra. Kra. 167/17/Vishi – 01 dated January 14, 2019</p> <p>Qualifications and Experience :-</p> <p>As per post of PROFESSOR</p> <p>A.</p> <p>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 of Govt. Resolution No. Misc-2018/C.R.56/18/UNI-1 dated 8 March, 2019.</p> <p>ii) A minimum of fifteen 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.</p>

OR

B. An outstanding professional, having a Ph.D. degree in the relevant /allied/applied disciplines, from any academic institution (not included in A above)/industry, who has made significant contributions to the knowledge in the concerned/allied/relevant discipline, supported by documentary evidence provided he/she has not less than fifteen years experience in teaching or research.

OR

As per post of PRINCIPAL

A. Eligibility

- i. Ph. D. Degree
- ii. Professor/Associate Professor with a total service/experience of at least fifteen years of teaching/research in Universities, Colleges and other institutions of higher education.
- iii. A minimum of 10 research publications in peer-reviewed of UGC-listed journals; and he/she has not less than fifteen years' experience in teaching or research.
- iv. **A minimum of 110 research Score as per Appendix II, Table 2 of Government Resolution No. Misc-2018/C.R.56/18.UNI, dated 8 March, 2019.**

TERM :

As per the provision under section 15 (3) of Maharashtra Public Universities Act, 2016.

The term of Dean shall be co-terminus with the term of office of the Vice-Chancellor or till he attains the age of superannuation, whichever is earlier.

Provided that, the new Vice-Chancellor may continue his services as a Dean till the new dean is duly appointed:

Provided further that, in case vacancy occurs in the office of the Vice-Chancellor because of death, resignation or otherwise, the dean shall continue to hold the post till the end of that academic year.

Note :- This is re-advertisement, the candidate who have already applied for the above post in respect of advertisement No. 1 of 2022 dated 26.01.2022, need not apply again. However, they can submit their revised updated Bio-data, if any, with respect to the qualifications mentioned herein.

Sr. No.	Name of the Post	Qualifications, Experience, Age & Tenure
03	<p>Director, Sports and Physical Education (Unreserved – 01) (Tenure – 05 years)</p>	<p>Academic level 14 with rationalized entry pay of Rs. 1,44,200/- As per Government of Maharashtra G.R. No. MIS-2017/Cr. No. 124/2017/ Vishi – 1 April 20, 2017</p> <p>Qualifications and Experience :</p> <ul style="list-style-type: none"> (a) Ph.D. in Physical Education (b) Experience of at least 10 years as University Deputy Director of Sports/Physical Education or 15 years as University Assistant Director of Sports/Physical Education/ College Director of Sports/ Physical Education or 10 years as Certified National Coach, (c) Participation in at least two national/ international seminars/ conference. (d) Consistently good appraisal report, (e) Evidence of organizing competitions and conducting camps of at least two week's duration, (f) Evidence of having produced good performance team/athletes for competitions at state/national/inter University/ Combined University etc., (g) Preference shall be given to a candidate who has been honoured with official State/National level award like Arjun award, Dronacharya award, Shiv Chatrapati award etc. <p>TERM :</p> <p>As per the provision under section 24 (4) of Maharashtra Public Universities Act, 2016.</p> <p>The appointment of the Director of Sports and Physical Education shall be for a term of five years or the age of superannuation, whichever is earlier, and he shall be eligible for re-appointment by selection on the recommendations of the selection committee constituted for the purpose, for only one more term of five years in the University in which he is serving.</p> <p>Note :- This is re-advertisement, the candidate who have already applied for the above post in respect of advertisement No. 1 of 2022 dated 26.01.2022, need not apply again. However, they can submit their revised updated Bio-data, if any, with respect to the qualifications mentioned herein.</p>

(DR. VANDANA SHARMA)
REGISTRAR (ADDL.CHARGE)

Table 2

As per the Government Resolution No. Misc-2018/C.R.56/18/UNI-1 dated 08.03.2019

Note :- The candidates who were applying for the post of Dean, Faculty of Humanities and Director, Sports and Physical Education should fill the Academic Score in the application form Sr. No. 21 and Sr. No. 15 respectively. The Table 2 should be attached with verified academic score/API.

Methodology for University and College Teachers for calculating Academic/Research Score

(Assessment must be based on evidence produced by the teacher such as : copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students', Ph.D. award letter.,, etc.)

S. No.	Academic/ Research Activity	Faculty of Science/ Engineering/ Agriculture/ Medical/ Veterinary Sciences	Faculty of Languages/ Humanities Arts/ Social Sciences/ Library/ Education/ Physical Education/ Commerce Management & other related disciplines
1.	Research Papers in Peer-Reviewed or UGC listed Journals	08 per paper	10 per paper
2.	Publications (other than Research papers)		
	(a) Books authored which are published by:		
	International publishers	12	12
	National publishers	10	10
	Chapter in Edited Book	05	05
	Editor of Book by International Publisher	10	08
	Editor or Book by National Publisher	10	08
	(b) Translation works in Indian and Foreign Languages by qualified faculties :		
	Chapter or Research paper	03	03
	Book	08	08

3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula		
	(a) Development of Innovative pedagogy	05	05
	(b) Design of new curricula and courses	02 per curricula/ course	02 per curricula/ course
	(c) MOOCs		
	Development of MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits 05 marks/credit)	20	20
	MOOCs (developed in 4 quadrant) per module / lecture	05	05
	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)	02	02
	Course Coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 02 marks/credit)	08	08
	(d) E-Content		
	Development of e-Content in 4 quadrants for a complete course/ e-book	12	12
	E-Content (developed in 4 quadrants) per module	05	05
	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)	02	02
	Editor of e-content for complete course/ paper/e-book	10	10
4.	(a) Research Guidance		
	Ph.D.	10 per degree awarded	10 per degree awarded
		05 per thesis submitted	05 per thesis submitted
	M. Phil/P.G. dissertation	02 per degree awarded	02 per degree awarded

	(b) Research Projects Completed		
	More than 10 lakhs	10	10
	Less than 10 lakhs	05	05
	(c) Research Projects Ongoing :		
	More than 10 lakhs	05	05
	Less than 10 lakhs	02	02
	(d) Consultancy	03	03
5.	(a) Patents		
	International	10	10
	National	07	07
	(b) *Policy Document (submitted to an International body/ organization like UNO/ UNESCO/World Bank/ International Monetary Fund etc. or Central Government or State Government		
	International	10	10
	National	07	07
	State	04	04
	(c) Awards/Fellowship		
	International	07	07
	National	05	05

6.	* Invited lectures/ Resource Person/paper presentation in Seminars/ Conferences/ full paper in conference proceedings (paper presented in Seminar/Conferences and also published as full paper in conference Proceedings will be counted only once)		
	International (Abroad)	07	07
	International (within country)	05	05
	National	03	03
	State / University	02	02

The Research score for research papers would be augmented as follows :

Peer – Reviewed or UGC – listed Journals (Impact factor to be determined as per Thomson Reuters list) :

- i) Paper in refereed journals without impact factor - 5 Points
- ii) Paper with impact factor less than 1 - 10 Points
- iii) Paper with impact factor between 1 and 2 - 15 Points
- iv) Paper with impact factor between 2 and 5 - 20 Points
- v) Paper with impact factor between 5 and 10 - 25 Points
- vi) Paper with impact factor > 10 - 30 Points

- a) Two authors : 70% of total value of publication for each author.
- b) More than two authors : 70% of total value of publication for the First/ Principal/ Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects : Principal Investigator and Co-investigator would get 50% each.

Note :

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- * For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person / Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six categories.