



**PUNYASHLOK AHILYADEVI HOLKAR  
SOLAPUR UNIVERSITY, SOLAPUR**  
(Under Maharashtra Public Universities Act, 2016)  
Phone No.0217-2744770 Email-[registrar@sus.ac.in](mailto:registrar@sus.ac.in)



Punyashlok Ahilyadevi Holkar Solapur University, Solapur invites applications in the prescribed format from the eligible candidates for the following Statutory posts.

**Advt. No. : PAHSUS/Estt/2023/159**

Sr. No.	Name of the Post	No. of Post	Category
01	Director, Board of Examinations and Evaluation	ONE	UNRESERVED

Duly completed, application form, along with all enclosures, shall be sent to the "The Registrar, Punyashlok Ahilyadevi Holkar Solapur University, Solapur-Pune Highway, Kegaon, Solapur - 413 255 (M.S.), India" so as to reach the same on or before 5:30 p.m. on 05/10/2023.

Further details and prescribed application form can be downloaded from the University website <http://su.digitaluniversity.ac> and <http://www.sus.ac.in> link of Employment Opportunities from 05/09/2023. The same is hosted on Govt. of Maharashtra website [www.maharashtra.gov.in](http://www.maharashtra.gov.in).

Date : 05/09/2023

Sd/-  
**(Yogini Ghare)**  
Registrar



**PUNYASHLOK AHILYADEVI HOLKAR  
SOLAPUR UNIVERSITY, SOLAPUR**



**APPOINTMENT OF  
DIRECTOR, BOARD OF EXAMINATION AND EVALUATION**

<b>Number of Post</b>	ONE
<b>Category</b>	UNRESERVED
<b>Pay Scale</b>	Pay Matrix 144200-218200, Academic Level- 14 (For the applicants from Teaching Category) Pay Matrix 131100-216600, Academic Level- 29 (For the applicants from Non-Teaching Category) Other usual allowances and benefits as admissible under Maharashtra Public Universities Act, 2016 and Government of Maharashtra rules in force from time to time.
<b>Tenure of Appointment</b>	Appointment shall be for a term of FIVE years from the date of appointment or till the age of superannuation, whichever is earlier. The appointee shall be eligible for re-appointment, by selection on the recommendation of a selection committee constituted for the purpose, for only one more term of five years.
<b>Age</b>	Candidate shall not be less than 45 years of age unless already in the service of the Universities or affiliated colleges.
<b>Qualifications &amp; Experience</b>	Government of Maharashtra Order No.MIS-2017/Cr.No.124/2017/Vishi-1, Dt.20/04/2017 (a) Master's Degree with at least 55% marks of any statutory University or its equivalent grade of B in U.G.C. 7 Points scale. <b>(b) Relaxation-</b> i. The minimum requirement of 55% marks at the Master's Degree level is relaxable up to 5% for the existing incumbents who are already in the University system. ii. A relaxation of 5% may be provided, from 55% to 50% of the marks at the Master's level for the S.C./S.T. and O.B.C. category candidates. iii. 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 19 <sup>th</sup> September, 1991. <b>(c) Experience –</b> i. At least 15 years of experience as Lecturer (Senior Scale)/ Lecturer with 8 years' experience in Reader's / Associate Professor's grade along with experience in educational administration commensurate with revised pay scale and designation of the UGC. OR ii. Comparable experience in Research Establishment and / or other Institution of Higher Education. OR iii. 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post. iv. Good knowledge of computer is necessary. (d) Minimum aggregate experience of 5 years in the examination work of University, (e) Shall have proven experience of use of technology in education and examination systems.

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## **GENERALINSTRUCTIONS,TERMS&CONDITIONS**

1. Candidates must read all the instructions before filling the application form in a prescribed format of Application (***to bedownloaded by candidate***) which is available on the University website <http://su.digitaluniversity.ac> Candidates must ensure that no column is wrongly filled in Application form as the information furnished therein would be used for deciding the eligibility and suitability of the candidates for being called for the interview. Applications not filled in correctly, incomplete or as per the instructions are liable to be rejected and the responsibility of such rejection would be on the candidate himself/herself.
2. Candidate should possess a "Certificate of D.O.E.A.C. Societies "C.C.C" or "O" level or "A" level or "B" level or "C" level or MS-CIT or GECT Certificate of Maharashtra State Higher & Technical Education Board" OR a Certificate in Computer Operation prescribed by the Govt. of Maharashtra from time to time. Candidate who is not possessing the said Certificate, he / she will have to produce the Certificate within two years from the date of his / her appointment. However relaxation in the computer literacy will be considered as per Govt. Resolution No. सेप्रनि-२००२/प्र.क्र.१४/०२/१२, dt.02/09/2003.
3. Application made on plain paper shall not be entertained under any circumstances, whatsoever. Also, applications received by E-mail & Fax shall not be entertained.
4. Self-attested copies of the certificates should be attached in support of information given in the form where necessary and serial No. of enclosure attached should be indicated in the respective column given in the form. Any information contained in the attached certificates shall not be considered unless it is claimed in the application form.
5. Do not attach any original document with the application.
6. Knowledge of Marathi Language is essential.
7. Qualification, Experience & all other eligibility conditions should be fulfilled as on the last date of application.
8. Appointment on Contract, Daily wages, Temporary, Ad-hoc basis will not be counted as experience.
9. Teaching experience as an approved full-time teacher will only be considered.
10. Applications not filled correctly or as per the instructions are liable to be rejected.

11. Applicant must write name of the post, his/her name and full address on the back of the Demand Draft without fail.
12. Paste (do not staple/pin) a passport size color photo graph in the space provided on the right top portion of the application duly attested by the applicant.
13. Please obtain the endorsement of your Employer on the page enclosed in the application form (in case the applicant is in service). This is mandatory.
14. A crossed Demand Draft of Rs.500/- for OPEN category or Rs.250/- for reserved categories drawn in favour of **"FINANCE & ACCOUNTS OFFICER", PUNYASHLOK AHILYADEVI HOLKAR SOLAPUR UNIVERSITY, SOLAPUR** should be sent along with the application form towards Registration Fee (Non-refundable). The Demand Draft must be placed/tagged at the top of the application.
15. Canvassing in any form throughout the Selection Process will be a disqualification.
16. The right to fill or not to fill the posts or to modify/alter/cancel the advertisements reserved by the University.
17. All disputes arising out of this advertisement are subject to **Solapur** jurisdiction.
18. Applicants shall not be entitled for any TA/DA towards attending the interview.
19. Selection will be made on the basis of candidate's previous record and performance during his/her interview. The University may also utilize seminar/colloquium and/or any other mode as a method of selection.
20. The University shall not be held responsible for post pone or cancellation of scheduled interview for any unforeseen/unavoidable reasons.
21. Application form of in-service candidate must be signed and forwarded by his / her present employer. However, in case of an "anticipated delay" an applicant may submit the advance copy of his/her application along with the original Demand Draft. In the event of applications duly forwarded by the employer not reaching the Registrar within the stipulated time, the applicant concerned shall be required to furnish a "No Objection Certificate" from his/her employer, at the time of interview, in the absence of which he/she shall not be entitled to appear for the interview.
22. Applicants are advised to submit the applications to the University well in advance, without waiting till the last date, to avoid postal delay or any other unforeseen problems. The University will not be responsible for any postal delay at any stage.
23. Application received after the prescribed last date will be rejected and no communication in this regard will be made with the candidate.
24. No correspondence will be made with applicants who are not short-listed/not called for interview.
25. The set of Ten copies of the prescribed application form along with the clear and legible self-attested copies (not originals) of all relevant certificates/ publications/

pre-prints /reprints etc. in proof of all information (date of birth, qualifications, experience, publications, etc.) shall be submitted on or before the last date. 'Enclosure Sr. No.(as mentioned/filled in the application) shall be written at the right top corner of each copy of the certificate/document enclosed with the application.

26. The University reserves all rights to decide criteria / procedure for short listing of eligible candidates.
27. Application in the prescribed form (Ten copies) together with attested copies of certificate/s should be sent in an envelope superscripted "Application for the post of Director, Board of Examination and Evaluation" to "**The Registrar, Punyashlok Ahilyadevi Holkar Solapur University, Solapur-Pune Highway, Kegaon, Solapur-413 255 (M.S.), India**" so as to reach the same on or before 5:30 p.m. on 05/10/2023.

**Advt. No.:**PAHSUS/Estt/2023/159  
**Date :** 05/09/2023

Sd/-  
**Registrar**  
Punyashlok Ahilyadevi Holkar  
Solapur University, Solapur



**PUNYASHLOK AHILYADEVI HOLKAR  
SOLAPUR UNIVERSITY, SOLAPUR**

APPLICATION FORM FOR THE POST OF  
DIRECTOR, BOARD OF EXAMINATION AND EVALUATION



**Advt. No. PAHSUS/Estt/2023/159**

**Dated - 05/09/2023**

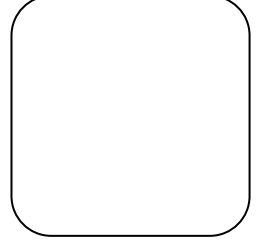
D.D. to be enclosed for Open Category Rs.500 and Reserved Category Rs.250

D.D. No. \_\_\_\_\_ dated \_\_\_\_\_

Name of the Bank and Branch: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



To,  
**The Registrar,**  
Punyashlok Ahilyadevi Holkar Solapur University,  
Kegaon, Solapur - 413 255.

Sub:- Application for the Post of Director, Board of Examination and Evaluation

1.

Name in full Shri/Smt./Kum. (in BLOCK letters)	Sur name																		
	First Name																		
	Middle name																		

2.

Current postal address (in BLOCK letters)																			
Email ID																			
Mobile No.																			
Tel. No.																			

3.

Date of Birth																			
Age			Years				Months											Days	
Nationality																			
Male/ Female																			
Married / Unmarried																			

4.

Caste Category	S.C.	S.T.	D.T.(A)	N.T.			S.B.C.	O.B.C.	OPEN
				B	C	D			

5. Details of Demand Draft :DD No. \_\_\_\_\_ Date : \_\_\_\_/\_\_\_\_/\_\_\_\_

Amount Rs: \_\_\_\_\_ Name of Bank \_\_\_\_\_

6. Educational Qualifications

Educational Qualifications					
Examination	University/ Board	Month and Year of Passing	Subject	Percentage of Marks obtained	Class/ Division
S.S.C.					
H.S.C.					
Graduate					
Post- Graduate					
Doctor's Degree					
Any other qualification					

7. Teaching/Technical/Professional Administrative Experience

Sr. No.	Institution/ Organization	Position Held	Period		Pay Scale & Basic Pay	Nature of Appointment	Reason for leaving services (if any)
			From	To			

8. Other Qualifications and experience, if any.

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9. List the Membership of various National / International Academic/ Non-Academic bodies

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10. Patents, if any

11. (a) Present position : \_\_\_\_\_

(b) Name of Institution/ Organization where employed :

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(c) Salary : \_\_\_\_\_

Pay Rs. \_\_\_\_\_ in the pay-scale (pay band) of Rs. \_\_\_\_\_

D.A. Rs. \_\_\_\_\_

H.R.A. Rs. \_\_\_\_\_

C.L.A. Rs. \_\_\_\_\_

Other Rs. \_\_\_\_\_

Allowances, if any \_\_\_\_\_

Total Rs. \_\_\_\_\_

(d) Date of appointment: \_\_\_\_\_

(e) Date of next increment: \_\_\_\_\_

(f) Attach Last Pay Certificate, if any

12. Names of persons who have given testimonials.

1) \_\_\_\_\_

2) \_\_\_\_\_

13. Names and addresses of not more than three persons to whom references may be made

1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

I hereby declare that all statements made by me in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false, incomplete or incorrect, my candidature/appointment is liable to be cancelled/terminated. I further understand that no notice shall be taken of any request for withdrawal of my application.

**Place :**

**Date :**

**(Signature of Candidate)**  
**(Please turn over for "Instructions to Candidates")**



**CERTIFICATE**

- 1) The above information furnished by me is correct.
- 2) I am neither convicted nor any criminal case, departmental enquiry or disciplinary action is pending against me.
- 3) 3. In case any false information is detected, I understand that my application is liable to be rejected or the appointment made would stand terminated.

I certify that the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted. If at any time I am found to have concealed / distorted any material information my appointment shall be liable to be summarily terminated without notice / compensation.

**Place :**

**Date :**

**(Signature of the Candidate)**

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*NOTE : Incomplete Application will be rejected immediately and no correspondence will be entertained on this behalf.*

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**If employed, the application should be forwarded through proper channel.**

Recommendation of forwarding authority

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Place :

Date :

Name & Signature

Seal of the Department / Institute

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(Government of Maharashtra, Gazette, March, 28, 2005)

## **Declaration**

Form-A

(See Rule-4)

I, Shri/Smt./Kum. \_\_\_\_\_ Son / daughter / wife of  
Shri \_\_\_\_\_ Age \_\_\_\_\_  
years, resident of \_\_\_\_\_ do hereby declare as follows :-

1. That I have filled my application for the post of \_\_\_\_\_

2. I have \_\_\_\_\_ (Number) living children as on today. Out of which no.  
of children born after 28th March, 2005 is \_\_\_\_\_ .

(Mention dates of birth, if any)

3. I am aware that if any total number of living children are more than two due to children born after 28th March, 2005, I am liable to be disqualified for the same post.

Place:

Date:

**Signature**

### **INSTRUCTIONS TO CANDIDATES**

- 1) Candidates who are already employed shall send their applications **through proper channel**.
- 2) Candidates should send their applications with **attested copies** of the degree or diploma certificates and statements of marks and other certificates in support of their educational qualifications and experience; and of the Matriculation or equivalent certificates in support of their age.
- 3) Candidates should also attach copies of the following documents with their applications:-
  - a) Caste certificate from the competent authority if the candidate belongs to Scheduled Caste/Scheduled Tribe / Denotified Tribe/Nomadic Tribe.
  - b) Certificate from the employer stating the pay and allowances drawn at present.
  - c) Testimonials.
- 4) If the space provided is insufficient, information may be given on a separate sheet duly signed by the candidates and the same may be sent with the applications.
- 5) The application should be sent in **TEN COPIES** together with all enclosures.
- 6) Applications should be sent to the Registrar, Punyashlok Ahilyadevi Holkar Solapur University, Kegaon, Solapur -413 255, so as to reach him on or before the last date prescribed.
- 7) Any change in address given in column 2 of the application form should at once be communicated to the Registrar, Punyashlok Ahilyadevi Holkar Solapur University, Kegaon, Solapur -413 255.
- 8) Incomplete applications will not be considered.
- 9) Candidates are advised to satisfy themselves before applying that they possess prescribed qualifications and it is for the candidates themselves to ensure that they possess the prescribed qualifications. No inquiry asking for advice as to eligibility will be entertained.
- 10) Candidate called for interview will have to be present himself / herself at his /her own expenses.
- 11) Canvassing direct or indirect, will be treated a disqualification.

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**Check list for the candidates (to be attached to the application)**

**Please [v ] wherever applicable**

- 1) Application duly completed : Yes/No
- 2) Self attested photograph affixed on the application : Yes/No
- 3) Application signed: Yes/No
- 4) An attested copy of each of the following certificate is attached.
  - a) Date of Birth/Age Certificate
  - b) Caste Certificate and Caste validity certificate
  - c) Physically handicapped certificate, if applicable
  - d) Small family declaration certificate
  - e) Educational qualification documents
  - f) Experience certificate.
  - g) Any other certificate.

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