



RANI LAKSHMI BAI CENTRAL AGRICULTURAL UNIVERSITY

Jhansi-Gwalior Road, Jhansi-284003

(Established under the Rani Lakshmi Bai Central Agricultural University Act, 2014)
Website: www.rbcu.ac.in Email- registrar.rbcu@gmail.com Phone: 0510- 2730555

Advertisement No: RLBCAU/03/2022

Dated:17.11.2022

RECRUITMENT FOR VARIOUS POSITIONS

The Rani Lakshmi Bai Central Agricultural University (RLBCAU), Jhansi invites applications from eligible candidates in the prescribed application form in the regular/contractual following posts as per following details:

S. No.	Position	Level	Discipline	No. of Vacancies
1.	Comptroller	14	On Deputation	01- UR
2.	Dean Horticulture & Forestry	14	On Deputation	01-UR
3.	Associate Professor	13A	Genetics & Plant Breeding	01-UR
4.	Junior Accounts Officer	8	Non-Teaching	02 UR

QUALIFICATIONS

1. First Comptroller:

Pay Scale: Level 14 in 7 CPC Pay Matrix (Rs. 37400-67000 + AGP Rs.10000) + allowances.

Educational Requirements: Master's degree with at least 55% of marks or its equivalent grade from a recognized University/Institute.

Experience Requirements:

- At least 15 years of experience as Lecturer/Assistant Professor in the AGP of Rs.7000/- and above or with 8 years of service as Reader/Associate Professor or its equivalent in the AGP of Rs.8000/- and above along with experience in 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 shall be as Deputy Comptroller.

Desirable Qualifications: Persons possessing Master's degree in Business Administration (Finance)/ Commerce or possessing CA/ ICWA qualification.

Maximum Age Limit: Preferably below 55 years. However, the applicant should not be more than 58 years as on 1st July, 2022. As per provisions in section 43 (b) of the Rani Lakshmi Bai Central Agricultural University Act-2014, the first Comptroller shall be appointed by the visitor for a term of 3 years, subject to the date of superannuation being 62 years.

2. Dean, College of Horticulture & Forestry

Pay Scale: Level 14 in 7 CPC Pay Matrix (37400-67000 + Academic Grade Pay Rs.10000) + allowances.

Essential:

- i) Doctorate degree in the relevant subject including relevant basics sciences.
- ii) Minimum 15 years' experience of teaching/ research in the subject out of which at least 5 years should be in the rank of Professor or equivalent.
- iii) Outstanding contributions in research as evidenced by published papers in professional National/ International journals of repute/ books or technology developed.

Age: Preferably below 57 years as on 01.07.2022.

Desirable:

- i) Administrative experience on a responsible position in an Agricultural University/College/Institute.
- ii) Familiarity with latest advances in Agricultural developments.

Note: The appointment to the post shall be on tenure basis for a period of 05 years or till attaining the age of 65 years, whichever is earlier. The pay scales are likely to be revised.

**Emoluments, Terms and Conditions of Service and Powers and Functions of Officers of the University shall be regulated by Rules for Emoluments, Terms and Conditions of Service, Powers and Functions of Officers of the Rani Lakshmi Bai Central Agricultural University – 2016 published in the Gazette of India (Extraordinary, Part III, Section 4, No.395 dated 02.11.2016), which are available on the University website www.rbcu.ac.in*

3. Associate Professor (Genetics & Plant Breeding):

Pay Scale: Level 13A in 7 CPC Pay Matrix

Essential:

- (i) Doctoral degree in relevant subject including relevant basic Sciences.
- (ii) 8 years' experience in the relevant subject as Scientist/Lecturer/Extension Specialist or in an equivalent position in the PB-3 of Rs. 15,600-39,100 with Grade Pay of Rs. 5,400/ Rs. 6,000/ Rs. 7,000/ Rs. 8,000.
- (iii) The candidate should have made contribution to Research/ Teaching/Extension Education as evidenced by published work with a minimum of publications as research/policy papers and/or books/innovations and impact.

Age: Preferably below 47 years as on 01.07.2022.

Desirable:

- (i) Adequate experience of teaching and guiding post-Graduate students.
- (ii) Familiarity with modern tools and applications in scientific technologies in the field.

4. Junior Accounts Officer

Pay Scale: Level 8 in 7 CPC Pay Matrix

Essential:

- (i) Bachelor's Degree from a recognized University/ Institute.
- (ii) Qualified SAS or equivalent examination
- (iii) Knowledge of Computer applications viz. word processing, Spread Sheet and computer-based accounting software.
- (iv) Five years' relevant experience in Accounts/ Cash/ Budget works in Central/ State Governments/ University/ Research Institution or Autonomous organization.

Age: 35 years as on 01.07.2022.

Section 10: Relaxation of age and experience

- i) *The statutory provision for relaxing of age, experience etc. prescribed in case of the candidates belonging to SC/ST/OBC/PwD or any other category will be made applicable to them as per UGC/ Govt. of India norms. A certificate to this effect in the format as prescribed by the Govt. of India issued from the competent authority should be attached with the prescribed application form. Wherever, relaxation of qualification including percentage of marks is permitted under the UGC/ Govt. of India guidelines, such relaxation shall also be considered in appropriate cases subject to recommendations of the Screening Committee as per relevant Govt. of India rules.*
- ii) *In addition to above, Board of Management may relax age limit and experience in respect of women candidates, employees of Rani Lakshmi Bai Central Agricultural University, Employees of the Central Government/ State Government/ Agricultural Universities / Central autonomous bodies/ organizations/ Institutions/ Public Sector Undertakings etc.*
- iii) *Period spent on working against any post in the project/scheme or on contract in Rani Lakshmi Bai Central Agricultural University, Agricultural Universities / Central Government/ State Government/Central autonomous bodies/ organizations/ Institutions/ Public Sector Undertakings etc. including broken period of service rendered as indicated above up to a maximum period of five years may also be taken into account for the purpose of age relaxation/experience for appointment in regular establishment provided that one stretch of such service is for more than six months in an academic session.*

Note: 1. Closing date for receipt of applications will be 26 December, 2022.

- 2. Candidates applied for the posts of Dean, Horticulture & Forestry and Associate Professor (Genetics and Plant Breeding) earlier against the advertisement No. RLBCAU/02/2021 and RLBCAU/02/2022 need not to apply afresh. However, if they want to add any further qualification/ experience, they are allowed to submit the same by giving the reference of their previous applications. These candidates' may need not to submit the required fee again.**



RANI LAKSHMI BAI CENTRAL AGRICULTURAL UNIVERSITY

Jhansi-Gwalior Road, Jhansi-284003

Established under the Rani Lakshmi Bai Central Agricultural University Act, 2014)

Website : www.rlbcau.ac.in Email- registrar.rlbcau@gov.in

A. GENERAL INSTRUCTION TO CANDIDATES

1. The candidate must be a citizen of India.
2. A separate application form must be submitted for each post/item in the advertisement.
3. Applicants must apply on the prescribed application form available on University Website (www.rlbcau.ac.in). Applications received in any other format will be rejected.
4. **Before filling-up the Application Form, the candidates are advised to read General/Special Instructions, Essential Information and other important conditions carefully.**
5. Application Form, downloaded from the University website www.rlbcau.ac.in, complete in all respects and duly supported with self-attested copies of all certificates/testimonials obtained by the candidate should reach the Registrar, Rani Lakshmi Bai Central Agricultural University, Gwalior Road, Jhansi-284003 on or before last date of receipt by **Speed Post only**. Applicant should necessarily indicate his/her telephone/cell phone number/e-mail address and also invariably intimate to the University about any change in the correspondence or permanent/residential address.
6. Application form must accompany with a (NON REFUNDABLE) Bank Draft of Rs. 1000/= (**Rs.500/= in case of ST/SC/PwD**) for the post of Dean and Associate Professor and Rs. 600/= (**Rs.300/= in case of ST/SC/PwD**) for the post of Junior Accounts Officer drawn in favour of RLBCAU payable at Jhansi. However, the ST/SC/PwD candidates must attach the relevant certificate prescribed by the GoI). Women candidates are exempted from payment of prescribed fee. Payment through IPO/money orders will not be accepted. The date of bank draft should not be prior to the date of issue of the advertisement and the same should be valid for a period of three months. Candidate must write his/her name on the back side of the Bank Draft. The candidate should also indicate Advt. No. & date, his/her name and the name of the post for which applied on the back of the Bank Draft. The application fee once paid will not refunded in any case.
Note: The applicants for the post of First Comptroller need not to pay the prescribed fee.
7. The candidate on deputation/ Foreign Service should get his/her application forwarded from his/her parent office under intimation to office in which he/she is on deputation/Foreign Service.
8. Applicant from abroad may also indicate the approximate date of his/her return to India.
9. In case of selection of in-service candidates, their services shall be regulated in accordance with the statutory provisions of the University as are in vogue or as may come into force from time to time.
10. Applications, which are incomplete/not on the prescribed format/received after the due date/received without the prescribed application fee shall not be considered. The University shall not be responsible for any postal delay or loss in transit.
11. The University reserves the right to fill or not to fill up all or any of the posts without assigning reason thereon.
12. The crucial date for determining the age limit of candidates for each post will be as on **01-07-2022**.
13. Applications should be submitted in the prescribed proforma strictly typed/hand written. Candidates before applying for the post(s) must satisfy that they are eligible to apply and fulfill the criteria / essential qualification / age etc. prescribed for the post(s). Candidates not fulfilling the requisite eligibility requirements prescribed here-in-above, as on the last date of receipt of Application Forms, need not to apply. If any information furnished by the candidates is found false at any stage, his/her appointment will be cancelled.
14. Applicants are advised to super-scribe the words (in capital letters) "**APPLICATION FOR THE POST OF _____**" at the top of the envelope containing the Application Form.
15. Closing date for receipt of applications will be **26December, 2022**.
16. RLBCAU is an autonomous organization. The service conditions of the appointee(s) shall be governed in accordance with the Statutes and Rules of the University as are in force with amendments or as may come

into force from time to time, together read with the provisions of Government of India Rules.

17. It will be open to the University to consider names of suitable person(s) who may not have applied for the post in response to this Advertisement) for the posts advertised here-in-above.
18. The University will not be responsible for any postal delay. Applications received after expiry of the last date will not be considered and entertained at all.
19. Persons employed may be posted/transferred to any Institution within the jurisdiction of the RLB Central Agricultural University.
20. Any interim enquiry regarding applications will not be entertained.
21. Candidate is advised to visit the University website www.rbcu.ac.in regularly for updates (Corrigendum or Addendum or Cancellation to this advertisement). They may also be communicated through their registered e-mail address. No other form of communication will be used.
22. Canvassing in any manner shall lead to disqualification.
23. **The University reserves the right to:**
 - a. Withdraw any advertised post(s) under any category at any time without assigning any reason thereof.
 - b. Draw reserve panel(s) against the possible vacancies in future;
 - c. To fix criteria for screening the applications so as to reduce the number of candidates to be called for interview;
 - d. Relax the age/qualifications/experience at its discretion.
24. Only the candidates short listed by the Screening Committee will be called for interview by determining the ratio between the number of vacancies and number of candidates. The ratio shall not normally exceed 1:20 maximum and minimum ratio shall not be less than 1:3 for each post subject to the condition that a minimum of 60% marks in the screening is secured by the candidate to be eligible for the interview call for all above mentioned posts. The screening will be done on the basis of a score card prescribed for each post. The weightage to score card marks and interview will be in the ratio of 70: 30 for the post of Dean and Associate Professor.
25. Call letters to attend the interview will be sent to the shortlisted candidates **by e-mail only**. No Correspondence will be made with applicants who are not shortlisted/not called for interview. Therefore, the candidates are advised to check the University Website and their e-mail regularly.
26. The decision of the University in all matters relating to acceptance or rejection of an application, eligibility/suitability of the candidates, mode of selection, and criteria for selection etc. will be final and binding on the candidates. No inquiry or correspondence will be entertained in this regard.
27. The following categories of persons shall not be eligible to apply for any position in the University:
 - i) Who has been convicted by any Court of Law or any criminal proceedings are pending against him;
 - ii) Who has entered into or contracted a marriage with a person having a spouse living;
 - iii) Who, having a spouse living, has entered into or contracted a marriage with any person? Provided that the Competent Authority of the University may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for doing so, exempt any person from the operation of these rules;
 - iv) Who is not a citizen of India; and
 - v) Any other category of person disqualified for appointment by the Government of India/UGC from time to time.
28. Instructions for Completion of Part-B
 - a. The candidates are advised to carefully go through the details of Score Card and the "Information for the candidates" relevant to the post applied for.
 - b. Part B of the application form should be filled up carefully as it is considered for evaluation and scoring.
 - c. Each parameter mentioned in Part-B carries a certain weightage of marks. The Screening Committee will go through the application for evaluation and award of scores. Hence, the candidates are instructed to fill them legibly or even type on separate sheets.
 - d. Any other information: May include any significant contribution relevant to the post applied for or not covered elsewhere. In case of candidates dealing with work related to coordination/ facilitation, significant contributions can be given here for evaluation against other parameters explained above.
 - e. Providing any false information or claim may render the candidate liable to action as deemed fit by the University including disqualification of candidature.

B. SPECIAL INSTRUCTIONS/CLARIFICATIONS

1. **MINIMUM ESSENTIAL QUALIFICATIONS:** All applicants must fulfill the essential requirements of the post and other conditions as stipulated in the advertisement and are further advised to satisfy themselves, before applying, that they possess at least the essential qualifications laid down for various posts. No enquiry asking for advice with respect to minimum eligibility will be entertained.

NOTE-I: The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for interview.

NOTE - II: In the event of number of applications being large, the University will adopt short-listing criteria to restrict the number of candidates to be called for interview to a reasonable number by any or more of the following methods:

- a. On the basis of Desirable Qualification (DQ) or any one or all of the DQs if more than one DQ is prescribed;
 - b. On the basis of higher educational qualifications than the minimum prescribed in the advertisement;
 - c. On the basis of higher experience in the relevant field than the minimum prescribed in the advertisement;
 - d. By counting experience before or after the acquisition of essential qualifications; and
 - e. Or any other criteria as Screening Committee decide.
2. The direct recruitment to the above-mentioned posts in the University shall be on the basis of merit/ written examination through all India advertisement and selections by the duly constituted Selection Committees.
 3. The candidates from Non-Government organizations are required to submit form-16 for claiming their monthly emoluments in support of their claimed experience.
 4. As per act, statutes and rules of the university, the appointing authority for all regular Level 10 and above posts is Board of Management and the Vice Chancellor of the University for remaining posts.
 5. Candidates applying for a post must ensure that they fulfill all the eligibility criteria on the last date of receipt of application. If on verifications at any time before or after the interview or appointment, it is found that they do not fulfill any of the eligibility criteria or it is found that the information furnished is false or incorrect, their candidature will be cancelled.
 6. All appointments made shall be provisional and subject to verification of certificates through proper channels. The University shall verify the documents and antecedents of the applicant at the time of appointment or anytime during the tenure of the service. In case it is found at any point of time that any documents / information submitted by the candidate is false or the candidate has suppressed any relevant information, the services of the selected candidate shall be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of Indian Panel Code for production of false certificates.
 7. Any type of corrigendum/addendum/amendments/notice/updation etc. related to this advertisement shall be uploaded on university websites www.rlbcu.ac.in only. Further, the university will not send any further information/call letters by post/newspapers. RLBCU will not be responsible for invalid/wrong e-mail ID and Mobile No. mentioned by the candidates. Therefore, it is the responsibility of the candidate to mention correct contact details and regularly check their e-mail, SMS and RLBCU website: www.rlbcu.ac.in for updates.
 8. Mere fulfilling eligibility conditions will not entitle any candidate to be called for interview. Stringent criteria will be applied for shortlisting the candidates. The University reserves the right to place reasonable limit on the total number of candidates to be called for interview.
 9. Candidates who have been awarded Ph.D. from foreign Universities should enclose "Equivalence Certificate", issued by the Association of Indian Universities, New Delhi, without which their candidature will not be considered and application will be rejected. However, the persons who have acquired Ph.D. degree from Foreign University through nomination by MHRD's foreign scholarship programme will be exempted from the Equivalency Certificate.
 10. All the qualifications and experience will be counted up to the last date of applications. Any additional qualification and experience acquired after the closing date will not be taken into account at the time of screening/selection.
 11. The University reserves the right to withdraw any advertised post at any time without assigning any reason. The right is also reserved with the university either to fill or not to fill the post and the decision of the university in this regard will be final.
 12. The University may increase or decrease number of advertised posts without prior notice.
 13. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even

- after issuing an appointment letter, the University reserves the right to modify/withdraw/cancel any communication made to the applicant.
14. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the University shall be final.
 15. Higher initial pay may be considered for exceptionally qualified and deserving candidates if recommended by the selection committee.
 16. Any candidate belonging to SC/ST/OBC/PWD, who wish to apply for any unreserved post, will not be given any relaxation of marks (10th/12th/Degrees/Diploma/NET etc.) and age etc.
 17. The process of selection may be by a presentation/ seminar/interview or a combination thereof.
 18. It is the responsibility of the candidate to assess his own eligibility for the post for which he/she is applying in accordance with the prescribed qualification, experience etc. In case the candidate who do not meet the minimum eligibility criteria and still apply will do so at their own risk and cost. Please note that the university is not responsible for incorrect entries and fee once paid will not be refunded in any circumstances.
 19. Nocommunication shall be made by post. RLBCAU will not be responsible for any loss of e-mail sent, due to invalid/wrong email ID mentioned by the candidates or for delay/ non receipt of information related to call letter for document verification/interview etc. Therefore, it is the responsibility of the candidate to provide correct email ID & Mobile No. and regularly check email, SMS and website: www.rlbcu.ac.in from time to time.
 20. Any change of address from the one given in the application form should be communicated to the university.
 21. The salary of retired/superannuated persons, if selected, will be fixed as per UGC letter No. F.71-6/2012(CU) dated 03.04.2013 *i.e.*, after deducting pension from last pay drawn.
 22. The applicants serving in Government/Semi-Government organizations/Public Sector Undertakings/Autonomous Organizations submit their application through proper channel. However to avoid delay they may send the advance copy. The candidate who does not apply through proper channel must submit NOC from their employer at time of Interview, failing which their candidature will not be considered.
 23. In case of in-service candidates from private sector, relieving letter from the employer at the time of joining must be submitted.
 24. The age of the superannuation for all the posts is as per UGC norms.
 25. The university employees are covered under "National Pension System" introduced by the Government of India. Those who are appointed on deputation, payment of both leave salary and pension contribution will be as per rules.
 26. Candidates shall have to produce original documents at the time of appearing in interview.
 27. The University reserves the right to place the *curriculum vitae* of any person for any post for the consideration of selection committee; to consider "in-absentia" or interview through "Video Conferencing".
 28. The University will get verified all the certificates in support of qualification, experience etc. submitted by candidates, from the issuing authority. If any document is found to be false/ fake/ incorrect/ mollified at any stage of verification before or after appointment, the document in question shall be summarily rejected and action may be initiated against the candidate for this misconduct including rejection of his/her candidature, which shall lead to termination of his/her appointment, if already appointed.
 29. The appointment of a fresh candidate will be subject to police verification. In case, the report of the police with regard to his/her conduct, character, antecedent etc. is not found to be satisfactory, the provisional appointment shall be withdrawn/cancelled/terminated forthwith without notice.
 30. The candidate shall attend the interview at the designated place and time at his/her own expenses. However, the outstation candidates belonging to the SC/ ST/ PwD categories shall be reimbursed to and fro rail fare (sleeper class) for self only for attending interview. In case any station is not connected by rail, ordinary bus fare (shortest route) shall be paid on production of ticket. However, fare for first 30 KM of the journey shall not be reimbursed. The above-mentioned concessions shall not be admissible to those SC/ ST/ PwD candidates who are already in Central/ State Government Service/ or holding any other employment.
 31. In case of any disputes, any suites or legal proceedings against the University in regard to this recruitment, the territorial jurisdiction shall be restricted to the Courts in Uttar Pradesh at District Court at Jhansi and High Court at Prayagraj.

Registrar



RANI LAKSHMI BAI CENTRAL AGRICULTURAL UNIVERSITY
Jhansi-Gwalior Road, Jhansi-284003
 (Established under the Rani Lakshmi Bai Central Agricultural University Act, 2014)
 Website : www.rlbcau.ac.in Email- vcrlbcau@gmail.com

APPLICATION FORM FOR THE POST OF COMPTROLLER

Advertisement No.....Date Post Applied for	affix your latest photograph and sign across
---	--

1. Personal details: Use CAPITAL LETTERS and write clearly

Name						
Date of Birth		Age as on 01.07.2022				
Place of Birth	City / Village			State	Country	
Father's Name						
Mother's Name						
Nationality				Marital Status <input type="checkbox"/> Single <input type="checkbox"/> Married		
Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female	<input type="checkbox"/> Transgender	Category	SC	ST
					OBC	UR
					EWS	
If differently abled, indicate the relevant particulars				Yes/No	Percentage of disability	Sl. No. of proof of enclosure
a. Blindness or low vision:						
b. Hearing impairment:						
c. Locomotor disability or cerebral palsy (includes all cases of Orthopedically handicapped)						

2. Educational Qualifications: Attach self-attested photocopy of marks sheet & degree of each examination

	Name of the Board /University	Year	Marks Obtained	Maximum marks	% marks or CGPA	Division	Subjects studied
Matriculation (10 th)							
Higher Secondary /(10+2)							
Bachelor's degree							
Master's degree							
M.Phil. in							
Ph. D. in							

Any other exam passed							
-----------------------	--	--	--	--	--	--	--

3. Work Experience: (Please start from first appointment to the present position). Add additional rows, if needed.

Post held	Pay Scale/ Band	Basic Pay p.m. + GP/AGP	Gross Salary p.m.	Employer (Name & address of the Organization)	Experience			Nature of Assignment
					From	To	Total Experience (Years&Months)	

Your important / unique contribution(s) in the previous assignment?

4. Details of the Training Programmes attended:

Name of the Programme	Year	Duration (in days)	Organising Institution

5. Details of the Management Development Programmes attended:

Name of the Programme	Year	Duration (in days)	Organising Institution

6. Details of the Orientation Programmes / Training Programmes / Workshops

Name of the Programme	Year	Duration (in days)	Organising Institution

7. Details of the Refresher Programmes attended:

Name of the Programme	Year	Duration (in days)	Organising Institution

8. Involvement in Research & Publications, if any:

Publications	Number	Publisher/ Journal	Communicated
Books			
Research Papers			
Articles			
Others			
Research Projects undertaken			
Major Research Projects Completed			
Major Research Projects ongoing			
Research Supervisions			
No. of Ph.Ds produced			
No. of Candidates enrolled for Ph.D			
Participations in Seminars / Conferences/ Workshops			
No. of Papers presented in a national Seminars/conferences			
No. of Papers presented in a international Seminars/conferences			

9. Any other Experience of Administrative work, if any (please furnish details):

Capacity	Nature of work	Duration in years

10. Key Achievements/ any other Information/ Qualifications considered to be relevant to the post applied for:

11. References: Please provide names of three persons who are not related to you and are familiar with your work / professional experience / accomplishment:

	1	2	3
Name and Address			
Contact Address			
Email:			
Phone (landline)			
With STD Code:			
Mobile Phone no.			
Fax with STD code			

12. Have you ever been punished during your studies at College/University? (Yes/No):

13. Have you ever been punished during your service or convicted by a court of law? (Yes/No):

14. Were you at any time declared medically unfit or asked to submit your resignation or discharged or dismissed? (Yes/No) :

15. Do you have any case pending against you in any court of law? (Yes/No) :

16. Contact Details of the Applicant:

Address for Correspondence		Permanent Address	
Name:		Name:	
House No:		House No:	
Street:		Street:	
City:		City:	
State:		State:	
Pin Code:		Pin Code:	
Email:		Email:	
Phone No. (With STD Code)		Phone No. (With STD Code)	

17. Declaration

I, _____ son/daughter of _____ hereby declare that all the particulars given in this application form are true and correct to the best of my knowledge. If anything is found false or incorrect at any stage, my candidature / appointment may be cancelled by the university without assigning any reason thereof.

Signature of the applicant

Name in Capital letters

Date: _____

Place: _____

Note:

1. Unsigned application is liable to be rejected and no correspondence will be entertained.
2. The University shall not be responsible, if any column is not filled up properly and legibly.

18. Endorsement by the EMPLOYER

(In case of in-service candidates, whether in permanent/contract/temporary capacity, the application must be endorsed/forwarded by the Head of the Department/Employer, failing which application is liable to be rejected.)

Forwarded to the Rani Lakshmi Bai Central Agricultural University, Jhansi- 284003

The applicant Dr./Mr./Mrs/Ms. _____, who has submitted this application for the post of in the Rani Lakshmi Bai Central Agricultural University, Jhansi, has been working in this organization namely _____ as _____ (name of the post), in a temporary / contract/ permanent capacity with effect from _____ in the Scale of Pay/Pay Band of Rs. _____. He /She is drawing a basic pay of Rs. _____. His/ Her next increment is due on _____.

Further, it is certified that no disciplinary / vigilance case has ever been held or contemplated or is pending against the said applicant. There is no objection for his / her application being considered by the Rani Lakshmi Bai Central Agricultural University, Jhansi.

(Signature of the forwarding officer)

Name: _____

Designation: _____

Place: _____

Date: _____ (Seal)

19. Checklist of Documents Enclosed

Sl. No	Documents	Tick (√)
1.	Matric / Secondary / High School (10 th Class) Marks Sheet	
2.	Matric / Secondary / High School (10 th Class) Certificate	
3.	Sr. Secondary / Intermediate (12 th Class) Marks Sheet	
4.	Sr. Secondary / Intermediate (12 th Class) Certificate	
5.	Bachelor's Degree Marks Sheet	
6.	Bachelors' Degree	
7.	Master's Degree Marks Sheet	
8.	Master's Degree	
9.	M. Phil. Marks Sheet	
10.	M. Phil Degree	
11.	Ph. D. Degree	
12.	Experience Certificate(s) from previous employers:	
13.	Endorsement from the present employer	
14.	DD for the application fees (in original)	
15.	SC / ST / OBC / Handicapped Certificate	

16.	Others, if any: _____	
-----	-----------------------	--



**RANI LAKSHMI BAI CENTRAL AGRICULTURAL UNIVERSITY, JHANSI-284 003
NEAR PAHUJ DAM, GWALIOR ROAD**

Sl. No.

(APPLICATION FOR THE POST OF DEAN)

1. (a) Advertisement No.:
- (b) Item No. of the post :
- (c) Name of the post applied for :
- (d) Scale of pay &AGP :
2. (a) DD. No. & Date :
- (b) Name of the Bank :
- (c) Amount :
3. Last date for submission of application

Affix
Passport Size
Photograph
(Attested)

For office use only :

Received DD No..... dated..... drawn on

is submitted for deposition to RLB CAU account on

Dealing Asstt.

PART – A
(General information of the Candidate)

1.	Full Name (in block letters):				
2.	Father's / Husband's Name:				
3.	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%; vertical-align: top;"> (a) Full postal address for correspondence with pin code. Please mention Telephone No., Fax No. and e-mail ID : (Any change in address should be communicated at once to the Registrar, Rani Lakshmi Bai Central Agricultural University, Jhansi-284003 with full particulars of previous reference and post applied for) </td> <td style="width: 60%; vertical-align: top;"> Telephone No: Mobile No : Fax No : E-mail : Pin Code : </td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black;"> (b) Permanent home address : </td> </tr> </table>	(a) Full postal address for correspondence with pin code. Please mention Telephone No., Fax No. and e-mail ID : (Any change in address should be communicated at once to the Registrar, Rani Lakshmi Bai Central Agricultural University, Jhansi-284003 with full particulars of previous reference and post applied for) Telephone No: Mobile No : Fax No : E-mail : Pin Code :	(b) Permanent home address :	
(a) Full postal address for correspondence with pin code. Please mention Telephone No., Fax No. and e-mail ID : (Any change in address should be communicated at once to the Registrar, Rani Lakshmi Bai Central Agricultural University, Jhansi-284003 with full particulars of previous reference and post applied for) Telephone No: Mobile No : Fax No : E-mail : Pin Code :				
(b) Permanent home address :					

	
4.	(a) Date of birth :.....	
	(b) Place of birth :..... Village	
	Town..... State	
	(c) Sex :Male/Female	
5.	(a) Nationality :.....(b) Religion :	
6.	Community (Write SC/ST/ OBC/General). A certificate from the concerned authority should be attached in case of SC/ST/OBC:
7.	(a) Are you a citizen of India?
	If so, by birth or by domicile :
	(b) If not domiciled in the Indian Union, have you taken steps to obtain declaration of eligibility from the Govt. of India?
	(c) If you are abroad, approximate date of return to India:
8.	Have you ever been convicted by a court of law for any offence? (If yes, given the circumstances and the sentence)
9.	Have you ever been debarred from appearing at any examination/selection by the UPSC / Govt./ University / Board or any Educational Institute / Authority?(If so, give particulars)
10.	Have you ever been punished / dismissed / discharged from any Govt. Department / Public Sector Organization / Quasi-Govt. Organization / University?(If yes, give particulars in detail)
11.	If selected, how much time would you require for joining the post ?
12.	In case selected for appointment, will you execute a bond to serve this University for a specified period as per RLB CAU norms.
13.	If selected, are you prepared to accept the minimum initial pay offered? If no, state what is the lowest initial pay that you would accept :
14.	Give the names, professions and present addresses (in full) of two referees well acquainted (not relatives) with the candidate	
	(a) Name in full :	
	Designation and Present address:	
	
	(b) Name in full :	
	Designation and Present address:	
	

PART – B

1. Academic Qualifications:

Exam/Degree/ Diploma	Division / Class/Grade	% marks / O.G.P.A.	Year of passing	Subject(s) with Major field of specialization	Board / University	Rank/Medal/ Award, if any
Matriculation or Equivalent						
HS/10+2 or Equivalent						
Bachelor's degree						
Master's Degree or Equivalent						
Doctorate Degree						
NET (For Asstt. Professor) only						
Any other degree / diploma relevant to the post						
Post-Doctoral fellowships (National/ International)						

2. Employment Record & Experience: (Enclose separate sheet (s) if required):

2.1 Employment Record (Starting from present position):

Sl. No.	Designation	Organization	Scale of pay withAGP	Period		Duration (Years, months)	Nature of work
				from	to		
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							

2.2 Experience over and above the prescribed essential years stipulated as minimum qualifications:

Attributes	Candidate's Response	For Office Use only
Name of the post _____		
Number of years of service experience over and above the prescribed period for a particular post		

3. Service in Remote areas:

Sl. No.	Designation & Department	Name of Remote area	Period		Duration (Years, months)
			from	to	
1.					
2.					
3.					

4. In-service Award/Recognition:

Sl. No.	Name of the Award/Recognition	Awarding Organization (Place/Country)	Year	National/International/Institution/Professional Society	Additional Information
1.					
2.					
3.					

5. Teaching/Research/Extension/Administration:

Major function (Teaching/Research/ Extension)	
Minor function (Teaching/Research/ Extension)	

Note: Applicant should fill only one major function and one minor function.

5.1 Teaching as Major function:

5.1.1 Teaching:

Course ID & Course Title	Credit Hours	Credit load taken by applicant per year	Year

5.1.2 Designing of course curriculum*:

Sl. No.	Details of the course	Whether new course or revised	The name of the degree programme	Year	Name of the University
1.					
2.					

3.					
4.					
5.					
6.					
7.					

*Please provide supporting evidence from the concerned University/DU.

5.1.3 Innovation in Teaching:

Type of examination (Development of an e-Course, a Module, a Teaching Model, a Case Study, any other).	Details of the activity	Sponsoring agency	Year

OR

5.1 Research as Major function:

Sl. No.	Title of the project	Level of association (PI/Co-PI/Associate)	Period		Sponsoring Organization
			From	To	
1.					
2.					
3.					
4.					
5.					

OR

5.1 Extension Education as Major function:

5.1.1 Technology Application, Demonstration and Adoption:

Activity	Outcome/Impact with Supporting Evidence

5.1.2 Extension Approaches for Technology Dissemination:

Activity	Program Details	Salient Achievement/ Outcome with Supporting Evidence

Note: Applicants are advised to see the details of “Type of program” under 5.1, 5.1.2 in the relevant score card for the post before filling up the application form.

5.2 Minor Function Details (Teaching/Research/Extension):

For any of the teaching, research or extension as the Minor Function the award of marks will be granted as narrated and distributed for Major Function. But the aggregate for minor functions will be multiplied by 0.25 to arrive at the marks for the Minor Function.

6. Experience in Administration and Guiding Students:

6.1 Research guidance as Major Guide/Advisor:

Name of the Student	Name of the University	Degree Programme	Year of completion of degree

6.2 Administrative Experience:

Sl. No.	Institution	Post held & nature of work	Pay & Grade Pay	Years		Total Experience
				From	To	
1.						
2.						
3.						

7. Monitoring and Research Coordination:

Item	Details of activity	Level of involvement	Amount (Rs. in lakhs) (if applicable)	Period	
				From	To

8. Special Attainments: (Patent, Prototype, Genetic stock, Variety, Process, Concept, Methodology, Innovative Teaching, other achievements)

Sl. No.	Category	Title	Year	Details if any	Any other Information
1.					
2.					

9. Externally Funded Projects:

Sl. No.	PI/Co-PI/ other	Title	Year of sanction	Amount	Funding Agency	Status of project
1						
2.						
3.						
4.						

10. Organization of Winter School/Summer School/Refresher Course/Seminar/Symposium

(Enclose separate sheet(s) if required):

Sl. No.	Funding Agency	Title	Specify role (organizer/chairman/resource person/paper presented etc)	Year	Duration No. of days	Additional Information
1.						
2.						
3.						

11. International Exposure:

Sl. No.	Country visited	Purpose/Subject title	Year	Duration	Sponsor
1.					
2.					
3.					

12. Institution Building/Service Function:

Sl. No.	Name of the Institution	Contribution made & role	Output	Any other information
1.				
2.				
3.				

13. Inter-Institutional Projects: (Enclose separate sheet (s) if required):

Sl. No.	PI/Co-PI/ other	Title	Institutions	Year of sanction	Duration	Amount	Funding Agency	Status of project

1.								
2.								
3.								
4.								

14. Publications:

14.1 Identify 15 best research papers published in referred journals for allocation of score according to NAAS journal rating-2022 on a scale of 1 to 20.0 For journals not covered in NAAS but have international impact factor, applicant can indicate score as (6+ impact factor) (Enclose separate sheet(s) if required):

Sl. No.	Author/Authors	Year	Title of paper/Book or Book chapter	Journal or Book	NAAS Journal Code & rating if any
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					

14.2. Other publications:

Sl. No.	Author/Authors	Year	Book or Book chapter/Manual with name of publisher	No of pages	ISBN No. if any
1.					
2.					
3.					
4.					
5.					

6.					
7.					
8.					

14.3. Total Number of Publications (Full list to be presented at the time of interview):

Sl. No.	Publication	Nos. only
1.	Full length papers in refereed journals only	
2.	Papers in Conference Proceedings/Book Chapters	
3.	Popular articles/short notes/short communication	
4.	Books published – authored or edited individually or jointly	
5.	Manuals/teaching aids developed	
6.	Research bulletins/extension bulletins	
7.	Others	
	Total	

15. Any other academically related Information:

(Professional trainings/Seminars attended, Radio/T.V. Programmes/Games & Sports/Extra-curricular activities etc.) (Enclose separate sheet (s) if required):

Sl. No.	Item/Programme	Topic	Details of programme	Venue of programme	Any other information
1.					
2.					

16. List of document attached. (Enclose separate sheet (s) if required):

1.
2.
3.
4.
5.

17. Additional information not mentioned else where:

1.
2.
3.

18. Declaration:

I do hereby declare that the statements made in the application (Part-A & Part-B) are true to the best of my knowledge and belief.

Date :
Place :

Candidate's signature

19. Endorsement by the EMPLOYER

(In case of in-service candidates, whether in permanent/contract/temporary capacity, the application must be endorsed/forwarded by the Head of the Department/Employer, failing which application is liable to be rejected)

Forwarded to the Rani Lakshmi Bai Central Agricultural University, Jhansi - 284003

The applicant Dr./Mr./Mrs/Ms. _____, who has submitted this application for the post of _____ in the Rani Lakshmi Bai Central Agricultural University, Jhansi, has been working in this organization namely _____ as _____ (name of the post), in a temporary / contract/ permanent capacity with effect from _____ in the Scale of Pay/Pay Band of Rs. _____.

He /She is drawing a basic pay of Rs. _____ His / Her next increment is due on _____.

The entries made in Part-A and Part-B in the application of Dr. _____ have been verified from the records and are found correct. Further, it is also certified that no disciplinary / vigilance case has ever been held or contemplated or is pending against the said applicant.

There is no objection for his / her application being considered by the Rani Lakshmi Bai Central Agricultural University, Jhansi for the post of _____.

(Signature of the forwarding officer)

Name: _____

Designation: _____

Place: _____

Date: _____

(Seal)



RANI LAKSHMI BAI CENTRAL AGRICULTURAL UNIVERSITY
Jhansi-Gwalior Road, Jhansi-284003

SCORE-CARD GUIDELINES FOR DEAN

	Details	Maximum Score	Sore awarded
A	Academic Qualifications	5 marks	
	One mark for first class or equivalent, ½ mark for second class or equivalent in Undergraduate level. No marks below 50% marks		
	2 marks for first class or equivalent, 1 mark for second class or equivalent in Master's Degree. No marks below 50% marks		
	2 marks for first class or equivalent 1 mark for second class or equivalent in PhD. If there is no class/grading system, he/she will get 2 marks.		
	1 mark for Post-Doctoral Fellowship both National and International, which are competitive e.g., Fellowship awarded by DBT/DST, Fulbright/ Humboldt/ Boyscast/ DAAD etc. or any other additional qualification acquired relevant to the post. P.S. Aggregate award under item A is limited to 5 marks		
B	Employment Record and Experience	6 marks	
	Marks are assigned for the number of years of service over and above the prescribed number of years required for a particular post. For Professor is 10 years, with at least 3 years' experience as Senior Scientist or Associate Professor with AGP of 9000 is prescribed with PhD qualification. 10 years of service no marks <ul style="list-style-type: none"> • Every additional year Service 0.5 subject to a maximum of 6 marks. For the post of Dean/Director, minimum 15 years' experience of teaching/ research/ extension education in the subject out of which at least 5 years should be in the rank of Professor or equivalent. - No marks • Every additional year Service 0.5 subject to aMaximum of 6 marks. 		
C	Service in Remote Areas/ Disadvantageous area	1.5 marks	
	Marks for Service in remote areas namely, the Andaman, Nicobar, Lakshadweep, Minicoy and Amindivi islands; State/ Union Territories in the Northeastern region, Ladakh Division of J&K State, Sikkim, Pangi Sub Division of Chamba, and Lahaul&Spiti districts of Himachal Pradesh. * Half mark for each year of Completed Service in a remote area subject to a maximum of 1.5 marks. Marks are assigned for Service rendered in original centre/station in disadvantageous areas (other than those in remote areas). The decision for classification of place of posting shall solely depend on the screening committee in consultation with the VC *0.25 mark for each year of completed service in disadvantageous area. <p style="text-align: right;">Maximum of 1.5 marks.</p>		
D	In-service Award/Recognition	3.0 marks	
	One mark each for national/international award (recognized) such as by ICAR/CSIR/UGC/ DBT/National Institutes, Ministries of Central Government, FAO of the UN or reputed foreign countries etc.) *A half mark each for Institutional or recognized professional societies fellow/award/		

	<p>recognition; President/ Chairman/ Member/ Member Secretary of important committees and other decision/ policy making bodies/committees of national level. (excluding official duty/assignment at institutional level); Reviewer for peer-reviewed NASS listed journals; and Conference prize/medal such as best paper or best poster.</p> <p style="text-align: right;">Maximum of 2 marks</p> <p>One marks for Fellowship of any one of the recognized National Academies viz., National Academy of Agricultural Sciences, National Academy of Medical Sciences, Indian Academy of Sciences, Indian National Academy of Engineering, Indian National Science Academy, National Academy of Sciences or equivalent National/ International Academies</p> <p style="text-align: right;">Maximum of 1 marks</p>											
E	Teaching/Research/Extension/	10 marks										
	<p>Identify one primary and one secondary area of work :</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Area of Work</th> <th style="width: 50%;">Major and Minor area of function</th> <th style="width: 25%;">Marks</th> </tr> </thead> <tbody> <tr> <td>A. Teaching/ Research/ Extension</td> <td>Teaching/ Research/ Extension as major function</td> <td style="text-align: center;">7.0</td> </tr> <tr> <td>B.</td> <td>Teaching/ Research/ Extension as minor function</td> <td style="text-align: center;">3.0</td> </tr> </tbody> </table> <p>Note: Scientists devoting more than 75% of time on an activity would be considered as Major Function, and devoting less than 25% of time on an activity would be considered as Minor Function.</p> <p>A.1 Marks for Teaching as Major Function. Maximum 07 marks</p> <ul style="list-style-type: none"> • For teaching as the major function, the candidate must have taught 3 courses with a total 8 credit hr load during each academic year. Half mark for each year of teaching as specified herein. Maximum 5 marks • Designing of course curriculum – new courses added or revised Each programme award 0.5 mark. Maximum 1 mark • Innovation in teaching methods/and development of teaching aids/e-courses. Each programme award 0.5 mark. Maximum 1 mark <p>P.S. Aggregate award under E.A.1 is limited to 07 marks</p> <p>A.2. Marks for Research as Major Function. Maximum 07 marks</p> <p>A.2.1 Research projects:</p> <p>Research project associated with for a minimum period of 3 years as evidenced by research projects completed and reports submitted. One mark for each project completed. Maximum 4.0 marks</p> <p>A.2.2 Leadership in research initiatives</p> <p>One mark for acting as PI of each project, and 0.5 mark for acting as Co- PI for each project. Maximum 3.0 marks</p> <p>A.3. Award of Marks for Extension as Major Function. Maximum 07 marks</p> <p>A.3.1 Technology application, demonstration and adoption</p> <p>One mark for each of the following activities. Marks will be awarded for those activities that are confirmed by successful outcome. Marks shall be awarded, only if there is documentary proof for the matching achievements.</p> <ul style="list-style-type: none"> • involvement in technology application programs through organizing/coordinating activities related to technology assessment and refinement e.g., on farm trials and report on technology refinement, • Extent of adoption of the technology in adopted areas • Participatory Rural Appraisal (PRA) and Participatory Technology Development 	Area of Work	Major and Minor area of function	Marks	A. Teaching/ Research/ Extension	Teaching/ Research/ Extension as major function	7.0	B.	Teaching/ Research/ Extension as minor function	3.0		
Area of Work	Major and Minor area of function	Marks										
A. Teaching/ Research/ Extension	Teaching/ Research/ Extension as major function	7.0										
B.	Teaching/ Research/ Extension as minor function	3.0										

	<p>(PTD), (iii) yield gap analysis and impact assessment for providing feedback to research and development in the form of report.</p> <ul style="list-style-type: none"> • Development of innovative extension methodologies, management cases and documentation success stories. • New methodology developed or innovation introduced which led to improvement in extension/technology adoption. Maximum 5 marks <p>A.3.2 Extension approaches for technology dissemination</p> <p>Half mark for each of the following function. Marks will be awarded for those functions that are confirmed by successful outcome.</p> <ul style="list-style-type: none"> • formation of Formal Village Organizations/Farmer Field Schools/ establishment of Farmers Producer/Commodity Interest Groups, • introduction of innovative extension methods and institutional innovations supporting adoption of introduced technologies including commercialization and mass dissemination of technologies, • founding of e-linkages/connectivity, creating and use of electronic and web based knowledge portals and products, • organization or coordination of interface meetings, demonstrations, farmers meeting/field day/technology week, exhibition, TV & Radio talks and <p style="text-align: right;">Maximum 2 marks</p>								
	<p>B Teaching/ Research/ Extension as minor function</p> <p>For any of the teaching/research/extension as the Minor Function mentioned by the applicant, the award of marks will be calculated as narrated above and distributed for the major function. Each total thus obtained will be multiplied by 0.25 for awarding marks for the Minor Function limited to 3 marks only. Maximum 3 marks</p>								
F	<p>For Dean/ Director/ Professor post weightage is to be given to experience in administration and guiding Ph.D. students</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Research Guidance for Master's/ Doctoral dissertation as major Guide</td> <td style="width: 40%;">(1 mark for each PhD student and ½ mark for PG guidance subject to a maximum of 4.5 marks)</td> <td style="width: 30%; text-align: right;">4.5 marks</td> </tr> <tr> <td>Administrative experience</td> <td>Administrative experience ½ mark each for each year of Administrative experience (subject to a maximum of 3.5 marks)</td> <td style="text-align: right;">3.5 marks</td> </tr> </table>	Research Guidance for Master's/ Doctoral dissertation as major Guide	(1 mark for each PhD student and ½ mark for PG guidance subject to a maximum of 4.5 marks)	4.5 marks	Administrative experience	Administrative experience ½ mark each for each year of Administrative experience (subject to a maximum of 3.5 marks)	3.5 marks	8 marks	
Research Guidance for Master's/ Doctoral dissertation as major Guide	(1 mark for each PhD student and ½ mark for PG guidance subject to a maximum of 4.5 marks)	4.5 marks							
Administrative experience	Administrative experience ½ mark each for each year of Administrative experience (subject to a maximum of 3.5 marks)	3.5 marks							
G	<p>Monitoring and Research Coordination</p> <ul style="list-style-type: none"> • Assistance in project management and coordination • Assistance in monitoring(Physical, financial and scientific) targets • Preparation of review reports, proceedings and other assigned duties(specify) • Participation in institutional activities/meetings • Innovation in monitoring and co-ordination methods. Any other relevant contribution not covered above • One mark for individual effort and a half mark for collaborative effort <p style="text-align: right;">Maximum of 2.5 marks</p>	2.5 mark							
H	<p>Special Attainments</p> <p>One mark for each novel technology developed (patent, prototype, genetic stock, variety, process, concept, methodology/ new inventions/ gene pool identified etc. Half mark for each success story of technology disseminated or commercialized individual effort carries marks as indicated above, joint effort carries half the marks.</p> <p style="text-align: right;">Maximum of 2.5 marks</p>	2.5 marks							
I	<p>Externally Funded Projects</p>	6 marks							

	<p>Only those projects supported from external sources on the basis of applicant's competence should be mentioned, such as ICAR Cess Fund Schemes, Competitive Grand Projects (CGP) under World Bank, projects funded from DST, DBT/UGC and national/international organizations/ agencies etc –projects with more than ₹ 20.0 lakhs support alone will be considered.</p> <p>2 marks for Principal Investigator (PI) per project and one mark for Co PI/associated scientist per project. AICRP will not be considered as individual project.</p> <p>Each IRP will carry ½ mark for PI Maximum of 6 marks</p>		
J	Summer/Winter School/Refresher Course and Seminar/ Symposium etc.	1.5 marks	
	<p>Half mark for each course organized as Course Director or Course Coordinator (Marks shall be given only for organization of Winter School/Summer School/ Refresher Course/ICAR-CAS training of not less than 10 days)</p> <p>One mark for Chairman/Organizing Secretary/Convener for organizing Seminar Symposium (Workshop / Trainings organized as part of duty of the post, and simple participation, or delivering lecture or paper presentation will not be considered).</p> <p style="text-align: right;">Maximum of 1.5 marks</p>		
K	International Exposure	1 mark	
	<p>One mark for each one- month experience of working/associating in internationally important organization / laboratory. Period spent abroad towards Masters / PhD/ Post-Doctoral experience will not be considered.</p> <p>Half mark for paper / poster presentation in international event- seminar/Symposium/ Conference / Workshop etc.</p> <p style="text-align: right;">Maximum of 1 marks</p>		
L	Institution Building/Service Functions	3.0 mark	
	<p>Only clearly defined contributions as a leader in institutional building shall be considered.</p> <p>For example, creation of totally new institution, laboratory, field facility etc., that has bearing on improved standards or resource generation can be given. Likewise, in case of adding new equipments, mention can be made as to how many other scientists are benefited by such addition. Similarly, encouraging HRD, plan implementation and/or monitoring of progress to show better results, successful execution of major projects, etc. can be given.</p> <p>Service Functions: Service provided for following miscellaneous tasks by applicant qualify for award of marks:</p> <ol style="list-style-type: none"> i) Preparation of review reports, proceedings and other similar works. ii) Duties performed for at least one year or more as warden, Library I/c, Student Welfare Officer, Animal House I/C, Farm I/C, Common Instruments Lab. I/C, Assistance, PME Cell iii) Assistance at least for one year in coordination and monitoring progress of work of RAC, IMC, QRT, BOM, PME Cell, Academic Council and similar Advisory Committees of the Institute/University. iv) Production and distribution of seeds/seeds/culture/planting materials /diagnostic services/ store purchase/maintenance of farms each at least for one year. <p>• 0.50 mark for each of the above criteria. Maximum of 3.0 marks</p>		
M	Inter-Institutional Projects	2 marks	

	Mention only those projects, which are running at more than one institution and candidate, as PI or CoPI is associated in project planning, review and progress of the work of all the centers in different institutions. Projects with more than ₹ 10.00 lakhs support will be considered. *One mark for each project. Maximum of 2 marks		
N	Publications (Referred Articles)(NAAS 2019)	12 marks	
	<ul style="list-style-type: none"> Identify 15 best research papers published in referred journals for allocation of score according to NAAS journal rating on a scale of 1 to 20.0. The NAAS score for each publication will be added and the sum divided by 15 to get average marks. For research publications where NAAS Journal ID is not available, the Screening Committee shall be empowered to give marks not more than 0.2 for each publication For journals not covered in NAAS but have international impact factor, applicant can indicate score as (6 + impact factor) Maximum of 12 marks 		
O	Other Publications	5 marks	
	<ul style="list-style-type: none"> Two marks to first author and one mark to co-authors for each book/monographs of minimum 100 pages published-authored/edited. (Maximum of 3 marks) One mark to first author and a half mark for co-authors for each book chapters and training manual (Maximum of 1 marks) Half mark for each conference proceeding paper/popular article/ bulletin/short communication (Maximum of 1 mark) Maximum of 5 marks (3+1+1) 		
P	Any Other academically relevant information	1 mark	
	TOTAL (A to P)	70	
	INTERVIEW	30	
	GROSS TOTAL	100	

Signature of candidates



RANI LAKSHMI BAI CENTRAL AGRICULTURAL UNIVERSITY
Jhansi-Gwalior Road, Jhansi-284003
(Established under the Rani Lakshmi Bai Central Agricultural University Act, 2014)
Website : www.rlbcu.ac.in Email- vcrlbcu@gmail.com

Sl. No.

(APPLICATION FORM FOR THE POST OF ASSOCIATE PROFESSOR)

<p>1. (a) Advertisement No.:</p> <p>(b) Item No. of the post :</p> <p>(c) Name of the post applied for :</p> <p>(d) Scale of pay &AGP :</p> <p>2. (a) DD. No. & Date :</p> <p>(b) Name of the Bank :</p> <p>(c) Amount :</p> <p>3. Last date for submission of application</p>	<p>Affix</p> <p>Passport Size</p> <p>Photograph</p> <p>(Attested)</p>
--	---

<p>For office use only :</p> <p>Received DD No..... dated..... drawn on is submitted for deposition to RLB CAU account on</p> <p>Dealing Asstt.</p>

PART – A

(General information of the Candidate)

1. Full Name (in block letters) :
2. Father's / Husband's Name :
3. (a) Full postal address for correspondence with pin code. Please mention Telephone No., Fax No. and e-mail ID:
(Any change in address should be communicated at once to the Registrar, RLB Central Agricultural University, Near Pahuj Dam, Gwalior Road Jhansi-284003 with full particulars of previous reference and post applied for)
Telephone No:
Mobile No :
Fax No :
E-mail :
- (b) Permanent address :
-
-
4. (a) Date of birth :
- (b) Place of birth : Village
Town..... State
- (c) Sex : Male/Female
5. (a) Nationality :
- (b) Religion :
6. Community (Write SC/ST/ OBC/General). A certificate from the concerned authority should be attached in case of SC/ST/OBC:
7. (a) Are you a citizen of India? If so, by birth or by domicile:
- (b) If not domiciled in the Indian Union, have you taken steps to obtain declaration of eligibility from the Govt. of India?
- (c) If you are abroad, approximate date of return to India:
8. Have you ever been convicted by a court of law for any offence? (If yes, given the circumstances and the sentence)
9. Have you ever been debarred from appearing at any examination/selection by the UPSC / Govt./ University / Board or any Educational Institute / Authority?(If so, give particulars)

10. Have you ever been punished / dismissed / discharged from any Govt. Department / Public Sector Organization / Quasi-Govt. Organization / University?(If yes, give particulars in detail)
11. If selected, how much time would you require for joining the post?
12. In case selected for appointment, will you execute a bond to serve this University for a specified period as per RLB CAU norms.
13. If selected, are you prepared to accept the minimum initial pay offered?
If no, state what is the lowest initial pay that you would accept:
14. Give the names, professions and present addresses (in full) of two referees well acquainted (not relatives) with the candidate
- (a) Name in full:
- Designation & present address:
- Present address:
- (b) Name in full:
- Designation & present address:
- Present address:

PART – B

1. Academic Qualifications:

1.1 Academic Performance:

Exam/Degree/ Diploma	Division / Class/Grade	% of marks / O.G.P.A.	Year of passing	Subject(s) with Major field of specialization	Board / University	Rank/Medal/ Award, if any
Matriculation or Equivalent						
HS/10+2 orEquivalent						
Bachelor's degree						
Master's Degree or Equivalent						
Doctorate Degree						
NET (For Asstt. Professor) only						
Any other degree / diploma relevant to the post						
Post-Doctoral fellowships (National/ International)						
					Candidate's Response	Name of Awarding Agency
National Talent Search Scholarship/INSPIRE or other Scholarship as defined by the Council/ASRB					Yes/No	
Merit Scholarship at the Graduate level					Yes/No	
JRF at the Master's Level/Merit scholarship in the ICAR DUs					Yes/No	
SRF of ICAR or JRF of CSIR/UGC at the Ph.D. level or other national level fellowships, GATE qualified					Yes/No	

1.2 Position in the University

	Candidate's Response	Awarding Agency name
First Position/Gold Medal in the University/IITs/NITs/Institutes of National Importance at the Graduate, Master's and Ph.D. degrees. (Except faculty/college/department Gold medal)	Yes/No	

1.3 Ph.D. Thesis Award. Maximum 2 marks each		
ICAR-Jawaharlal Nehru Award for P.G. Outstanding Doctoral Thesis.	Yes/No	
Best Doctoral Thesis Award given by National/International level Academic Bodies/Institutions/ Universities.	Yes/No	
1.4 Post-Doctoral Fellowships and other Qualifications		
Fellowships, which are competitive and are awarded by International Institutions, like Fulbright/Humboldt/DAAD/ FAO/CGIAR/EU/Overseas Universities	Yes/No	
Fellowships awarded by National Institutions like DBT/DST/Boyscast/ CSIR/ICAR/UGC/MHRD/INSA	Yes/No with duration	
PG diploma in Management/Computer Application of MBA	Yes/No	
any other Diploma/Degree relevant to the post (as mentioned in at point no. I under Academic Qualification)	Yes/No	

Note: 1. Please enclose self-attested photocopies of (i) Date of Birth Certificate (ii) All Qualifications.
2. Provide evidence of Class/Division with appropriate conversion formula of the awarding University and other academic achievements listed above.

2. Employment Record & Experience: (Enclose separate sheet (s) if required):

2.1 Employment Record (Starting from present position):

Sl. No.	Designation	Organization	Scale of pay with AGP	Period		Duration (Years, months)	Nature of work
				from	to		
1.							
2.							
3.							
4.							
5.							

2.2 Experience over and above the prescribed essential years stipulated as minimum qualifications:

Attributes	Candidate's Response	For Office Use only
Name of the post _____		
Number of years of service experience over and above the prescribed period for a particular post		

3. Service in Remote areas:

Sl. No.	Designation & Department	Name of Remote area	Period		Duration (Years, months)
			from	to	
1.					
2.					
3.					

4. In-service Award/Recognition:

Sl. No.	Name of the Award/Recognition	Awarding Organization (Place/Country)	Year	National/International/Institution/Professional Society	Additional Information
1.					
2.					
3.					

5. Teaching/Research/Extension/Administration:

(Applicable for the all posts, except for the post of Assistant Professor)

Major function (Teaching/Research/ Extension)	
Minor function (Teaching/Research/ Extension)	

Note: Applicant should fill only one major function and one minor function.

5.1 Teaching as Major function:

5.1.1 Teaching:

Course ID & Course Title	Credit Hours	Credit load taken by applicant per year	Year

5.1.2 Designing of course curriculum*:

Sl. No	Details of the course	Whether new course or revised	The name of the degree programme	Years	Name of the University
1.					
2.					

**Please provide supporting evidence from the concerned University/DU.*

5.1.3 Innovation in Teaching:

Type of Activity (Development of an e-Course, a Module, a Teaching Model, a Case Study, any other).	Details of the activity	Sponsoring agency	Year

OR

5.1 Research as Major function:

Sl. No.	Title of the project	Level of association (PI/Co-PI/Associate)	Period		Sponsoring Organization
			From	To	
1.					
2.					
3.					
4.					
5.					

OR

5.1 Extension Education as Major function:

5.1.1 Technology Application, Demonstration and Adoption:

Activity	Outcome/Impact with Supporting Evidence

5.1.2 Extension Approaches for Technology Dissemination:

Activity	Program Details	Salient Achievement/ Outcome with Supporting Evidence

Note: Applicants are advised to see the details of "Type of program" under 5.1, 5.1.2 in the relevant score card for the post before filling up the application form.

5.2 Minor Function Details (Teaching/Research/Extension):

For any of the teaching, research or extension as the Minor Function the award of marks will be granted as narrated and distributed for Major Function. But the aggregate for minor functions will be multiplied by 0.25 to arrive at the marks for the Minor Function.

6. Experience in Administration and Guiding Students:**6.1 Research guidance as Major Guide/Advisor:**

Name of the Student	Name of the University	Degree Programme	Year of completion of degree

6.2 Administrative Experience:

Sl. No.	Institution	Post held & nature of work	Pay & Grade Pay	Years		Total Experience
				From	To	
1.						
2.						
3.						

7. Monitoring and Research Coordination:

Item	Details of activity	Level of involvement	Amount (Rs. in lakhs) (if applicable)	Period	
				From	To

8. Special Attainments: (Patent, Prototype, Genetic stock, Variety, Process, Concept, Methodology, Innovative Teaching, other achievements)

Sl. No.	Category	Title	Year	Details if any	Any other Information
1.					
2.					
3.					

9. Externally Funded Projects:

Sl. No.	PI/Co-PI/ other	Title	Year of sanction	Amount	Funding Agency	Status of project
1.						
2.						
3.						
4.						
5.						
6.						

10. Organization of Winter School/Summer School/Refresher Course/Seminar/Symposium(Enclose separate sheet (s) if required):

Sl. No.	Funding Agency	Title	Specify role (organizer/chairman/resource person/paper presented etc)	Year	Duration No. of days	Additional Information
1.						
2.						
3.						
4.						

11. International Exposure:

Sl. No.	Country visited	Purpose/Subject title	Year	Duration	Sponsor
1.					
2.					
3.					

12. Institution Building/Service Function:

Sl. No.	Name of the Institution	Contribution made & role	Output	Any other information
1.				
2.				

13. Inter-Institutional Projects: (Enclose separate sheet (s) if required):

Sl. No.	PI/Co-PI/other	Title	Institutions	Year of sanction	Duration	Amount	Funding Agency	Status of project
1.								
2.								
3.								
4.								
5.								

14. Publications:

14.1 Identify 15 best research papers published in referred journals for allocation of score according to NAAS journal rating-2022 on a scale of 1 to 20.0 For journals not covered in NAAS but have international impact factor, applicant can indicate score as (6+ impact factor) (Enclose separate sheet (s) if required):

Sl. No.	Author/Authors	Year	Title of paper/Book or Book chapter	Journal or Book	NAAS Journal Code & rating if any
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					

13.					
14.					
15.					

14.2. Other publications:

Sl. No.	Author/Authors	Year	Book or Book chapter/Manual with name of publisher	No of pages	ISBN No. if any
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					

14.3 Total Number of Publications (Full list to be presented at the time of interview):

Sl. No.	Publication	Nos. only
1.	Full length papers in refereed journals only	
2.	Papers in Conference Proceedings/Book Chapters	
3.	Popular articles/short notes/short communication	
4.	Books published – authored or edited individually or jointly	
5.	Manuals/teaching aids developed	
6.	Research bulletins/extension bulletins	
7.	Others	
	Total	

15. Any other academically relevant information not mentioned elsewhere:

1.
2.
3.

15.1 Games & Sports/Arts/Extra Curricular activities*: (Enclose separate sheet(s) if required)

Sl. No.	Name of activity/ Programme	Level of participation (District/Inter-University/ State/National)	Details of programme (Date/Year of participation)	Venue of programme	Any other information
1.					
2.					
3.					

15.2 Radio/TV programmes*: (Enclose separate sheet (s) if required)

Sl. No.	Name of the Programme (TV/Radio)	Topic	Details of programme (Date/Year of broadcast)	Venue of programme	Any other information
1.					
2.					
3.					

16. List of document attached. (Enclose separate sheet(s) if required)

1.
2.
3.
4.
5.

17. Declaration: I do hereby declare that the statements made in the application (Part-A & Part-B) are true to the best of my knowledge and belief.

Date :

Place :

Candidate's signature

18. Endorsement by the EMPLOYER

(In case of in-service candidates, whether in permanent/contract/temporary capacity, the application must be endorsed/forwarded by the Head of the Department/Employer, failing which application is liable to be rejected.

Forwarded to the Rani Lakshmi Bai Central Agricultural University, Jhansi- Gwalior Road, Jhansi - 284003

The applicant Dr./Mr./Mrs/Ms. _____, who has submitted this application for the post of _____ in the Rani Lakshmi Bai Central Agricultural University, Jhansi, has been working in this organization namely _____ as _____ (name of the post), in a temporary / contract/ permanent capacity with effect from _____ in the Scale of Pay/Pay Band of Rs. _____. He /She is drawing a basic pay of Rs. _____. His / Her next increment is due on _____.

The entries made in Part-A and Part-B in the application of Dr. _____ have been verified from the records and are found correct.

Further, it is also certified that no disciplinary / vigilance case has ever been held or contemplated or is pending against the said applicant. There is no objection for his / her application being considered by the Rani Lakshmi Bai Central Agricultural University, Jhansi for the post of _____.

(Signature of the forwarding officer)

Name: _____

Designation: _____

Place: _____

Date: _____

(Seal)



RANI LAKSHMI BAI CENTRAL AGRICULTURAL UNIVERSITY

Jhansi-Gwalior Road, Jhansi-284003

(Established under the Rani Lakshmi Bai Central Agricultural University Act, 2014)

SCORE-CARD GUIDELINES FOR ASSOCIATE PROFESSOR

	Details	Maximum Score	Sore awarded
1	Academic Qualifications	10 Marks	
1.1	Academic Performance: Distribution of marks for each of the academic achievements would be as follows:		
	<ul style="list-style-type: none"> From 60% and up to 70% marks or 6 to 7 OGPA on the scale of 10 or equivalent at 10+2 and B Graduate, Master's, Ph.D. degrees. 0.5 marks each 		
	<ul style="list-style-type: none"> >70% and up to 80% marks or 7 to 8 OGPA on the scale of 10 or equivalent at 10+2 and Graduate, Master's, Ph.D. degrees. 0.75 marks each 		
	<ul style="list-style-type: none"> >80% marks or more than 8 OGPA on the scale of 10 or equivalent at 10+2 and Graduate, Master's, Ph.D. degrees. 1 mark each 		
	<ul style="list-style-type: none"> National Talent Search Scholarship/INSPIRE or other Scholarship as defined by the Council/ASRB 1 mark each 		
	<ul style="list-style-type: none"> Merit Scholarship at the Graduate level 1 mark each 		
	<ul style="list-style-type: none"> JRF at the Master's Level/Merit scholarship in the ICAR DUs 1 mark each 		
	<ul style="list-style-type: none"> SRF of ICAR or JRF of CSIR/UGC at the Ph.D. level or other national level fellowships, GATE qualified 1 mark each 		
	P.S.: Aggregate score for attributes covered under item #		
	1.1 is limited to 8 marks only.		
1.2	Position in the University. Maximum 2 marks each		
	<ul style="list-style-type: none"> Grant 1 mark each for First Position/Gold Medal in the University/ IITs/NITs/Institutes of National Importance at the Graduate, Master's and Ph.D. degrees. (Except faculty/college/ department gold medal) Maximum 2 marks each 		
1.3	Ph.D. Thesis Award. Maximum 2 marks each		
	<ul style="list-style-type: none"> Grant 2 marks for the ICAR-Jawaharlal Nehru Award for P.G. Outstanding Doctoral Thesis. 		
	<ul style="list-style-type: none"> Grant 1 mark for the Best Doctoral Thesis Award given by National/ International level Academic Bodies/Institutions/ Universities. Maximum 2 marks each 		
1.4	Post-Doctoral Fellowships and other Qualifications. Maximum 3 marks each		
	<ul style="list-style-type: none"> Grants 3 marks for each Fellowships, which are competitive and are awarded by International Institutions, like Fulbright/Humboldt/ DAAD/ FAO/CGIAR/EU/Overseas Universities 		
	<ul style="list-style-type: none"> Grant marks as explained below for each Fellowships awarded by National Institutions like DBT/DST/ Boyscast/CSIR/ ICAR/UGC/ MHRD/INSA: <ul style="list-style-type: none"> 1.5 marks for fellowship of 3 to < 6 months' duration 2 marks for fellowship of >= 6 months' duration 		
	<ul style="list-style-type: none"> Grants 1 mark each, for PG diploma in Management/Computer Application of MBA or any other Diploma/Degree relevant to the post. 		

	Maximum 3 marks											
	P.S.: Aggregate score for attributes covered under item #1 is limited to 10 marks only.											
2	Employment Record and Experience	5 marks										
	Marks are assigned for the number of years of service over and above the prescribed number of years required for a particular post. For Associate Professor 8 years' experience in the relevant subject as Scientist/ Lecturer/ Extension Specialist or in an equivalent position in the PB-3 of Rs. 15,600-39,100 with Grade Pay of Rs. 5,400/ Rs. 6,000/ Rs. 7,000/ Rs. 8,000. is prescribed with PhD qualification. 8 years of service no marks. Every additional year of Service 1.0 marks subject to a maximum of 5 marks.											
3	Service in Remote Areas/ Disadvantageous area	2 marks										
	Marks for Service in remote areas namely, the Andaman, Nicobar, Lakshadweep, Minicoy and Amindivi islands; State/ Union Territories in the Northeastern region, Ladakh Division of J&K State, Sikkim, Pangi Sub Division of Chamba, and Lahaul&Spiti districts of Himachal Pradesh. * Half mark for each year of Completed Service in a remote area subject to a maximum of 2 marks. Marks are assigned for Service rendered in original centre/station in disadvantageous areas (other than those in remote areas). The decision for classification of place of posting shall solely depend on the screening committee in consultation with the Vice-Chancellor. *0.25 mark for each year of completed service in disadvantageous area. Maximum of 2 marks.											
4	In-service Award/Recognition	3.0 marks										
	One mark each for national/international award (recognized) such as by ICAR/CSIR/UGC/ DBT/National Institutes, Ministries of Central Government, FAO of the UN or reputed foreign countries etc.) *A half mark each for Institutional or recognized professional societies fellow/award/recognition; President/ Chairman/ Member/ Member Secretary of important Committees and other decision/ policy making bodies/committees of national level.(excluding official duty/assignment at institutional level); Reviewer for peer-reviewed NASS listed journals; and Conference prize/medal such as best paper or best poster. Maximum of 2 marks One marks for Fellowship of any one of the recognized National Academies viz., National Academy of Agricultural Sciences, National Academy of Medical Sciences, Indian Academy of Sciences, Indian National Academy of Engineering, Indian National Science Academy, National Academy of Sciences or equivalent National/ International Academies. Maximum of 1 mark											
5	Teaching/Research/Extension/	10 marks										
	Identify one primary and one secondary area of work: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Area of Work</th> <th style="width: 60%;">Major and Minor area of function</th> <th style="width: 20%;">Marks</th> </tr> </thead> <tbody> <tr> <td>A. Teaching/ Research/ Extension</td> <td>Teaching/ Research/Extension as major function</td> <td style="text-align: center;">7.0</td> </tr> <tr> <td>B.</td> <td>Teaching/ Research/Extension as minor function</td> <td style="text-align: center;">3.0</td> </tr> </tbody> </table> <p>Note:Scientists devoting more than 75% of time on an activity would be considered as Major Function, and devoting less than 25% of time on an activity would be considered as Minor Function.</p> <p>A.1 Marks for Teaching as Major Function. Maximum 07 marks</p> <ul style="list-style-type: none"> • For teaching as the major function, the candidate must have taught 3 courses with a total 8 credit hrs load during each academic year. Half mark for each year of teaching as specified herein. Maximum 5 marks • Designing of course curriculum – new courses added or revised Each programme 	Area of Work	Major and Minor area of function	Marks	A. Teaching/ Research/ Extension	Teaching/ Research/Extension as major function	7.0	B.	Teaching/ Research/Extension as minor function	3.0		
Area of Work	Major and Minor area of function	Marks										
A. Teaching/ Research/ Extension	Teaching/ Research/Extension as major function	7.0										
B.	Teaching/ Research/Extension as minor function	3.0										

	<p>award 0.5 mark. Maximum 1 mark</p> <ul style="list-style-type: none"> • Innovation in teaching methods/and development of teaching aids/e-courses. Each programme award 0.5 mark Maximum 1 mark <p>P.S. Aggregate award under E.A.1 is limited to 07 marks</p> <p>A.2. Marks for Research as Major Function. Maximum 07 marks</p> <p>A.2.1 Research projects: Research project associated with for a minimum period of 3 years as evidenced by research projects completed and reports submitted. One mark for each project completed. Maximum 4.0 marks</p> <p>A.2.2 Leadership in research initiatives One mark for acting as PI of each project, and 0.5 marks for acting as Co- PI for each project. Maximum 3.0 marks</p> <p>A.3. Award of Marks for Extension as Major Function. Maximum 07 marks</p> <p>A.3.1 Technology application, demonstration and adoption One mark for each of the following activities. Marks will be awarded for those activities that are confirmed by successful outcome. Marks shall be awarded, only if there is documentary proof for the matching achievements.</p> <ul style="list-style-type: none"> • involvement in technology application programs through organizing/coordinating activities related to technology assessment and refinement e.g., on farm trials and report on technology refinement, • Extent of adoption of the technology in adopted areas • Participatory Rural Appraisal (PRA) and Participatory Technology Development (PTD), (iii) yield gap analysis and impact assessment for providing feedback to research and development in the form of report. • Development of innovative extension methodologies, management cases and documentation success stories. • New methodology developed or innovation introduced which led to improvement in extension/technology adoption. Maximum 5 marks <p>A.3.2 Extension approaches for technology dissemination Half mark for each of the following function. Marks will be awarded for those functions that are confirmed by successful outcome.</p> <ul style="list-style-type: none"> • formation of Formal Village Organizations/Farmer Field Schools/ establishment of Farmers Producer/Commodity Interest Groups, • introduction of innovative extension methods and institutional innovations supporting adoption of introduced technologies including commercialization and mass dissemination of technologies, • founding of e-linkages/connectivity, creating and use of electronic and web-based knowledge portals and products, • organization or coordination of interface meetings, field day/demonstrations, farmers meeting/ technology week, exhibition, TV & Radio talks. Maximum 2 marks <p>B Teaching/ Research/ Extension as minor function For any of the teaching/research/extension as the Minor Function mentioned by the applicant, the award of marks will be calculated as narrated above and distributed for the major function. Each total thus obtained will be multiplied by 0.25 for awarding marks for the Minor Function limited to 3 marks only. Maximum 3 marks</p>								
6	<table border="1"> <tr> <td data-bbox="285 1766 586 1894">Experience in research guidance</td> <td data-bbox="586 1766 1076 1894"></td> <td data-bbox="1076 1766 1182 1894"></td> </tr> <tr> <td data-bbox="285 1801 586 1894">Research Guidance for Master's/Doctoral dissertation as major Guide</td> <td data-bbox="586 1801 1076 1894">(1 mark for each PhD student and ½ mark for PG guidance subject to a maximum of 5 marks)</td> <td data-bbox="1076 1801 1182 1894">5 marks</td> </tr> </table>	Experience in research guidance			Research Guidance for Master's/Doctoral dissertation as major Guide	(1 mark for each PhD student and ½ mark for PG guidance subject to a maximum of 5 marks)	5 marks	5 marks	
Experience in research guidance									
Research Guidance for Master's/Doctoral dissertation as major Guide	(1 mark for each PhD student and ½ mark for PG guidance subject to a maximum of 5 marks)	5 marks							

7	Monitoring and Research Coordination	3 marks	
	<ul style="list-style-type: none"> Assistance in project management and coordination Assistance in monitoring(Physical, financial and scientific) targets Preparation of review reports, proceedings and other assigned duties(specify) Participation in institutional activities/meetings Innovation in monitoring and co-ordination methods. <p>Any other relevant contribution not covered above</p> <ul style="list-style-type: none"> One mark for individual effort and a half mark for collaborative effort <p style="text-align: right;">Maximum of 3 marks</p>		
8	Special Attainments	3 marks	
	<p>One mark for each novel technology developed (patent, prototype, genetic stock, variety, process, concept, methodology/ new inventions/ gene pool identified etc.</p> <p>Half mark for each success story of technology disseminated or commercialized individual effort carries marks as indicated above, joint effort carries half the marks.</p> <p style="text-align: right;">Maximum of 3 marks</p>		
9	Externally Funded Projects	5 marks	
	<p>Only those projects supported from external sources on the basis of applicant's competence should be mentioned, such as ICAR Cess Fund Schemes, Competitive Grand Projects (CGP) under World Bank, projects funded from DST, DBT/UGC and national/international organizations/ agencies etc –projects with more than ₹ 20.0 lakhs support alone will be considered.</p> <p>2 marks for Principal Investigator (PI) per project and one mark for Co PI/associated scientist per project. AICRP will not be considered as individual project for claim in this regard.</p> <p style="text-align: right;">Maximum of 5 marks</p>		
10	Summer/Winter School/ Refresher Course and Seminar/ Symposium etc.	2 marks	
	<p>One mark for each course organized as Course Director or Course Coordinator (Marks shall be given only for organization of Winter School/Summer School/Refresher Course/ICAR-CAS training of not less than 10 days)</p> <p>One mark for Chairman/Organising Secretary/Convener for organizing Seminar Symposium (Workshop/ Trainings organized as part of duty of the post, and simple participation, or delivering lecture or paper presentation will not be considered). Maximum of 2 marks</p>		
11	International Exposure	1 mark	
	<p>One mark for each one- month experience of working/associating in internationally important organization / laboratory. Period spent abroad towards Masters / PhD/ Post-Doctoral experience will not be considered.</p> <p>Half mark for paper / poster presentation in international event-seminar/Symposium/Conference/Workshop etc. Maximum of 1 mark</p>		
12	Institution Building/Service Functions	3.0 mark	
	<p>Only clearly defined contributions as a leader in institutional building shall be considered. For example, creation of totally new institution, laboratory, field facility etc., that has bearing on improved standards or resource generation can be given. Likewise, in case of adding new equipments, mention can be made as to how many other scientists are benefited by such addition. Similarly, encouraging HRD, plan implementation and/or monitoring of progress to show better results, successful execution of major projects, etc. can be given.</p> <p>Service Functions:Service provided for following miscellaneous tasks by applicant qualify for award of marks:</p> <ul style="list-style-type: none"> Preparation of review reports, proceedings and other similar works. Duties performed for at least one year or more as warden, Library I/c, Student Welfare Officer, Animal House I/c, Farm I/c, Common Instruments Lab. I/c, Assistance, PME Cell Assistance at least for one year in coordination and monitoring progress of work of RAC, IMC, QRT, BOM, PME Cell, Academic Council and similar Advisory Committees of the 		

	Institute/University. <ul style="list-style-type: none"> • Production and distribution of seeds/seeds/ culture/planting materials /diagnostic services/store purchase/maintenance of farms each at least for one year. • 0.50 mark for each of the above criteria. Maximum of 3.0 marks 		
13	Inter-Institutional Projects	2 marks	
	Mention only those projects, which are running at more than one institution and candidate, as PI or CoPI is associated in project planning, review and progress of the work of all the centres in different institutions. Projects with more than ₹ 10.00 lakhs support will be considered. *One mark for each project. Maximum of 2 marks		
14.1	Publications (Referred Articles) (NAAS)	10 marks	
	Identify 10 best research papers published in referred journals for allocation of score according to NAAS journal rating on a scale of 1 to 20.0. The sum total of the NAAS score for 10 publications will be multiplied by 0.143 to obtain marks. <ul style="list-style-type: none"> • For research publications where NAAS Journal ID is not available, the Screening Committee shall be empowered to give marks not more than 0.5 for each publication • For journals not covered in NAAS but have international impact factor, applicant can indicate score as (6 + impact factor)Maximum of 10 marks 		
14.2	Other Publications	5 marks	
	<ul style="list-style-type: none"> • Two marks to first author and one mark to co-authors for each book/monograph of minimum 100 pages published-authored/edited. (Maximum of 3 marks) • one mark to first author and a half mark for co-authors for each book chapters and training manual (Maximum of 1 marks) • Half mark for each conference proceeding paper/popular article/ bulletin/short communication (Maximum of 1 mark) Maximum of 5 marks (3+1+1)		
15.	Any Other academically relevant information	1 mark	
	TOTAL (1 to 15)	70	
	INTERVIEW	30	
	GROSS TOTAL	100	



RANI LAKSHMI BAI CENTRAL AGRICULTURAL UNIVERSITY

Near Pahuj Dam, Gwalior Road, JHANSI-284 003, UTTAR PRADESH

Part-A

Sl. No.

(APPLICATION FORM FOR JUNIOR ACCOUNT OFFICER)

1. (a) Advertisement No.:
- (b) Item No. of the Post :
- (c) Name of the Post applied for :
- (d) Level as per 7th CPC Pay matrix :
2. (a) DD. No. & Date :
- (b) Name of the Bank :
- (c) Amount :
3. Last date for submission of application

Affix Passport Size Photograph (Self-Attested)

For office use only :

Received DD No..... dated..... drawn on is
submitted for deposition to RLB CAU account on

Dealing Asstt.

Part-B
(General information of the Candidates)

1. Name (Full in block letters) :
2. Date of Birth :
3. Father's Name :
4. Mother's Name :
5. Address with Phone No. & e-mail I.D. :
(i) Permanent
(ii) Present
6. Nationality :
7. Category (Whether General/SC/ST/OBC) :
(Relevant certificate to be attached)
8. Language Known ;
9. Whether Physically Challenged (PH) or Ex-service man (If yes, give details) :
10. Educational Qualifications :

S. No.	Qualification acquired Matriculation onwards	Subjects studied	Board/University	Year	Class/ Division
1.					
2.					
3.					
4.					
5.					
6.					

11. Experience (No. of year and Post held with date) :
12. Any other qualification/Degree/Diploma/ Certificate) :
13. Extracurricular activities (including Arts/Sports undertaken at District/State/National Level) :
14. Any other information, which you would like to furnish in support of your candidature :

15. Endorsement by the EMPLOYER

(In case of in-service candidates, whether in permanent/contract/temporary capacity, the application must be endorsed/forwarded by the Head of the Department/Employer, failing which application is liable to be rejected.)

Forwarded to the Rani Lakshmi Bai Central Agricultural University, Jhansi- Gwalior Road, Jhansi - 284003

The applicant Dr./Mr./Mrs/Ms. _____, who has submitted this application for the post of _____ in the Rani Lakshmi Bai Central Agricultural University, Jhansi, has been working in this organization namely _____ as _____ (name of the post), in a temporary / contract/ permanent capacity with effect from _____ in the Scale of Pay/Pay Band of Rs. _____. He /She is drawing a basic pay of Rs. _____. His / Her next increment is due on _____.

The entries made in Part-A and Part-B in the application of Dr. _____ have been verified from the records and are found correct.

Further, it is also certified that no disciplinary / vigilance case has ever been held or contemplated or is pending against the said applicant. There is no objection for his / her application being considered by the Rani Lakshmi Bai Central Agricultural University, Jhansi for the post of _____.

(Signature of the forwarding officer)

Name: _____

Designation: _____

Place: _____

Date: _____

(Seal)

Certified that the above information is true to the best of my knowledge and belief. All supporting documents to prove the qualification, age and experience are attested herewith. I understand that furnishing wrong information is an offence, punishable under law and my candidature shall be cancelled.

Date:

Signature of the applicant

List of Enclosures:

SYLLABUS OF WRITTEN EXAMINATION

Junior Accounts Officer (Level 08)

The Written Examination will be of 100 marks consisting of only Objective Type Multiple choice questions as per the following scheme:-

Sections	Subject	No. of Questions
1	General Intelligence & Reasoning	25
2	General Knowledge	25
3	English and Hindi comprehension	25
4	Knowledge of Accounts, Business & Commerce and Mathematics	25

The questions in all the above components will be of 10+2 level.

1. General Intelligence & Reasoning: It would include questions of both verbal and non-verbal type. This component will include questions of analogies, similarities and differences, spatial visualization, spatial orientation, problem solving, analysis, judgment, decision making, visual memory, discrimination, observation, relationship concept, arithmetic reasoning, verbal and figure classification, arithmetical number series, non-verbal series, coding and decoding statement, conclusion, syllogistic reasoning etc.

2. General Knowledge: Questions in this component will be aimed at testing the candidate's general awareness of the environment around him/ her and its application to its society. Questions may also be designed to test knowledge of current events and of such matters of everyday observation and experience in their scientific aspects as may be expected from an educated person. The test will also include questions relating to India and its neighboring countries, particularly pertaining to history, culture, geography, economic scene, general policy and scientific research etc. These questions will be such that they do not require a special study of any discipline.

3. English and Hindi Comprehension: Questions in this component will be designed to test the Candidate's understanding and knowledge of English Language like Error recognition, Fill in the blanks (using verbs, preposition, articles etc.), One word substitution, Improvement of Sentences, Vocabulary, Spellings, Grammar, Sentence Structure, Synonyms, Antonyms, Sentence Completion, Phrases and Idiomatic use of words, Comprehension of Passages, as may be expected of a well-educated person who has not made a special study of the subject.

हिन्दी के प्रश्ननिम्नलिखित क्षेत्रों से होंगे: पर्यायवाची/विलोम शब्द पर आधारित प्रश्न, वाक्यांश के लिए एक शब्द पर आधारित प्रश्न, वाक्य-अशुद्धि संशोधन पर आधारित प्रश्न, मुहावरे/लोकोक्तियों पर आधारित प्रश्न, अनेकार्थी शब्द पर आधारित प्रश्न, वर्तनी की त्रुटि, परिभाषि शब्दावली-प्रशासन से संबंधित अंग्रेजी शब्दों के समानार्थक हिन्दी शब्द।

4. Knowledge of Accounts, Business & Commerce and Mathematics: Questions in this paper will include questions on problems relating to Number Systems, Computation of Whole Numbers, Decimals and Fractions and relationship between Numbers, Fundamental arithmetical operations, Percentages, Ratio and Proportion, Averages, Interest, Profit and Loss, Discount, Mensuration, Time and Distance, Ratio and Time, Time and Work, Banking, book keeping and accounts etc.

Criteria for the skill test: In addition to above-mentioned written test, the qualified candidates in order of merit (Maximum 1:20 ratio) for the post of Junior Account Officer shall have to appear in the skill test of computer knowledge. The percentage of qualifying marks in skill test shall be 60, and no grace marks will be awarded.

Name of the Skill Test	Maximum Marks	Duration
MS Word	40	60 minutes
MS Excel	40	
MS Power Point	20	