

THE GANDHIGRAM RURAL INSTITUTE - DEEMED UNIVERSITY
RE-ACCREDITED BY NAAC WITH 'A' GRADE

All communications should be addressed to the Registrar by designation and not by name



EPABX No : (0451)2452371-2452376
Phone : (0451) 2452323
Fax : (0451) 2454466
E-Mail : est@ruraluniv.ac.in
Website : www.ruraluniv.ac.in

Dr. G.MURALIDHARAN
REGISTRAR i/c.

GANDHIGRAM-624 302
Dindigul District

Ref: Estt.3&5/RR-NTS/2014-15/

Date: 25.08.2014

CIRCULAR

Sub: GRI-DU - Amendments brought out in the existing Recruitment Rules for Non-Teaching Staff of GRI - Board of Management of GRI approved the amendments recommended by the Committee - hosting the Amended Cadre Recruitment Rules in the GRI website - reg.

Ref: Approval of the Vice-Chancellor dated 22.08.2014

I am by direction to inform that the Amended Cadre Recruitment Rules (Non-Teaching Posts)-2014 and Duties and Responsibilities approved by the Board of Management of GRI under Item No.1617/BoM.2014.VI dated 24.06.2014 are hosted in the GRI website.

The amendments brought out **with change of existing designation with higher pay structure** for a few Technical cadres due to review and rationalization of the existing cadres posts shall be implemented in GRI only after the approval of the UGC.

The Deans / Directors /HODs / Dy.Librarian / Dy.Director of Physical Education / Section Heads are requested to inform the circular to their staff concerned.

G. Murugan
25/8/14

REGISTRAR i/c.

To
All the Deans/Directors/HODs/Dy.Librarian/
Dy.Director of Physical Education/Section Heads

Copy to: The OSD to the Vice-Chancellor, GRI

Annexure - I

**THE GANDHIGRAM RURAL INSTITUTE
AMENDED CADRE RECRUITMENT RULES
(NON-TEACHING POSTS) - 2014**



**THE GANDHIGRAM RURAL INSTITUTE
DEEMED UNIVERSITY
RE-ACCREDITED BY NAAC WITH 'A' GRADE
GANDHIGRAM - 624 302
DINDIGUL DISTRICT :: TAMILNADU**

S.No.	Description		Name of the post	Page No.
	PREAMBLE			1-9
1.	Administration	1	Registrar	10
		2	Controller of Examinations	12
		3	Finance Officer	14
		4	Director, RTC	16
		5	Deputy Registrar	17
		6	Assistant Registrar	19
		7	Section Officer	27
		8	Assistant	41
		9	Statistical Assistant	49
		10	Upper Division Clerk	52
		11	Lower Division Clerk	57
				12
2.	Secretarial	13	Private Secretary	28
		14	Personal Assistant	42
		15	Stenographer	53
3.	Computer	16	Senior System Analyst	18
		17	System Analyst / System Programmer	24
		18	Computer Operator	31
		19	Data Entry Operator	50
4.	Extension	20	Research Officer	23
		21	Research Assistant	36
		22	Technical Assistant(Extension)	47
		23	Technician (Multi-media)	61
5.	Technical	24	Technical Officer (USIC)	26
		25	Foreman	32
		26	Technician Grade IV (USIC)	51
		27	Technician Grade I (USIC)	58
6.	Laboratory	28	Senior Technical Asst. (Agriculture)	37
		29	Senior Technical Asst.(Physics)	38
		30	Senior Technical Asst. Glass Blowing (USIC)	39
		31	Senior Technical Asst. (Bakery/Oil & Soap)	40
		32	Technical Assistant (Lab)	45
		33	Technical Assistant (Language Lab)	46
		34	Technical Assistant (RIM)	48
		35	Agriculture Assistant	54
		36	Livestock Assistant	55

S.No.	Description		Name of the post	Page No.
7.	Health & Sanitation	37	Health Officer	62
		38	Entomologist	63
		39	Microbiologist	64
		40	Social Scientist cum Health Educator	65
		41	Non-medical Demonstrator	30
		42	Health Inspector STAG	33
		43	Assistant Engineer	29
		44	Health Inspector	44
8.	Engineering	45	Estate Officer	20
		46	Junior Engineer (Civil)	43
		47	Technician (Electrical)	60
		48	Technician (Civil)	59
9.	Transport	49	Driver	66
10.	Others	50	Publication Officer	22
		51	Structural Design Engineer (RTC)	25
		52	Farm Superintendent	21
		53	Instructor (Hindi)	35
		54	Instructor (Khadi and Handloom Tech.)	34
		55	Security Inspector (Sergeant)	56
		56	Professional Assistant	68
		57	Library Attendant	69
	<i>Appendices</i>			i. to iv.

THE GANDHIGRAM RURAL INSTITUTE AMENDED CADRE RECRUITMENT RULES (NON-TEACHING POSTS), 2014

The Board of Management (BOM) of the Gandhigram Rural Institute in exercise of the powers conferred under Amended MoA and Rules as per UGC (Institutions Deemed to be Universities) Regulations, 2010 of the Institute as amended from time to time as per the provision under section **6.0 Powers and functions**, hereby makes the following rules for regulating the method of recruitment to non-teaching posts including non-vacation Academic Staff in the Institute and the matter related thereto.

1. **Short Title and Commencement:**

- (i) These rules may be called the Gandhigram Rural Institute Amended Cadre Recruitment Rules (Non-teaching Posts), 2014.
- (ii) These rules shall come into force with effect from the date of its approval by the Board of Management/UGC.

2. **Definitions:**

- (a) '**Institute**' means the Gandhigram Rural Institute as under Amended MoA and Rules as per UGC (Institutions Deemed to be Universities) Regulations, 2010.
- (b) '**Board of Management**' means the Principal Executive Body of the Institute.
- (c) '**Departmental Candidate**' means those employees working on regular basis in the Institute, but does not include employees working on ad-hoc, daily wages or contract basis.
- (d) '**Government**' means the Central Government/ Government of India.
- (e) '**Departmental Examination**' or '**Test**' means the test conducted by the Institute for promotion to a higher post specified in these rules.

- (f) **'Employee means'** means any persons duly appointed by the Institute.
- (g) **'Age'** means the upper age limit as specified in these rules.
- (h) **'Prescribed'** means prescribed by the Amended MoA and Rules of the Institute as per UGC (Institutions Deemed to be Universities) Regulations, 2010 of the Institute.
- (i) **'Bye-laws'** means the Amended MoA and Rules of the Institute as per UGC (Institutions Deemed to be Universities) Regulations, 2010.
- (j) **"Non-Teaching Employee"** means employees of the Institute including non-vacation Academic Staff other than Institute teachers and such other employees as defined otherwise.
- (k) **"On Probation"** with relation to a person, means the person appointed to any post on probation as specified in these Rules.
- (l) **"Regular Service"** means the service rendered by an employee in the Cadre on regular basis other than the service on contract/daily wages/adhoc basis.
- (m) **"Selection Committee"** means the composition of members of Selection Committee including Departmental Promotion Committee as specified in these rules.

3. **Method of Recruitment:**

The following shall be the mode of recruitment for various posts existing in the Gandhigram Rural Institute in accordance with these Rules of the Institute:

- (a) Direct Recruitment
- (b) Promotion
- (c) Deputation with provision for absorption
- (d) Appointment on Temporary/Tenure/Contractual basis

4. **Authorized Sanctioned Strength of Posts under various Cadres:**

- (i) The authorized sanctioned strength of posts under various cadres on the date of notification shall be as specified in these Recruitment Rules.

- (ii) After notification of these Rules, the authorized sanctioned strength of posts made under various cadres shall be such as may, from time to time by the competent authority of the Gandhigram Rural Institute, and notified accordingly, after due approval of UGC/MHRD and with the approval of the Board of Management.

Provided that the Vice-Chancellor with the approval of the Board of Management may make temporary additions to any grade of the service as found necessary in the interest of the Institute.

5. Future Maintenance of Cadre/Posts of Sanctioned Strength:

- (i) All the appointments (Direct/Deputation/Absorption) in the Institute after notification of these Rules shall be made only in accordance with the provisions of these Rules. The appointments to the existing posts not covered by these rules shall continue to be in accordance with the recruitment rules approved by the competent authority of this Institute. The Board of Management may add such other posts and/or Cadre as may be sanctioned by appropriate government authorities after the notification of these Rules.
- (ii) The seniority list of the employee borne in each cadre of posts specified in these rules shall be maintained by the Institute. Notwithstanding anything contained herein, any class or category of posts and incumbents thereof, may be placed in any of the offices or establishments, as the case may be by general or specific orders of the Vice-Chancellor or Registrar or any other officer authorized by the Vice-Chancellor, from time to time.
- (iii) The policy of the Government of India with regard to the reservation as applicable for various categories in recruitment/promotion etc. shall be followed.
- (iv) All appointments in Centres and Projects/Schemes shall be filled as per the directives of the respective sponsoring authority. In case of unavailability of prescribed norms by the sponsoring authority, Govt. of India/Institute's Rules shall apply.

6. Number of Posts, Classification and Scales of Pay/Pay Band with Grade Pay:

The number of posts, their classification and the scales of pay/Pay Band with Grade Pay attached thereto shall be as specified in these Recruitment Rules.

7. **Method of Recruitment, Age Limit and other Qualifications:**

- (i) The method of recruitment, age-limit and qualification etc. shall be as specified in these Recruitment Rules.
- (ii) SC/ST/OBC/PWD candidates shall be given relaxation in age, qualification, experience etc. as per the directives/policy of the Govt. of India/UGC.
- (iii) Promotions shall be given to the employees as per these Recruitment Rules/Promotion Policy/directives of the UGC/Government of India being in force from time to time.
- (iv) The upper age-limit prescribed for direct recruitment shall be relaxable in accordance with the Govt. of India/UGC directives. However, Board of Management of the Gandhigram Rural Institute may relax upper age limit for any non-teaching posts, if it deems necessary in case of candidates serving on regular/contractual/on Consolidated/on Daily wages/Casual Worker basis in the Institute.
- (v) For appointment to various Group 'A' (Non-teaching), B & C posts against **direct recruitment/open selection**, the composition of the Selection Committee for different categories of posts shall be as given in **Appendix-I** of these rules. Every appointment through direct recruitment/open selection shall invariably be made only after making an open advertisement in Employment News, leading newspapers, etc.
- (vi) For promotion to various posts, the composition of the Departmental Promotion Committee for different categories of posts is given in **Appendix-I** of these rules.
- (vii) The recruitment year for promotion shall be the calendar year. In cases where promotion has been prescribed as method of recruitment, the eligible list for promotion shall be prepared with reference to the date of completion of the prescribed qualifying service in the cadre as on 1st January of the recruitment year by the officers in the respective grade/post and subject to qualifying departmental test prescribed for the grade/post, if any in these rules. The crucial date is only a fixed reference date or a cut off date on which the eligibility of officers in the feeder grade/post in terms of these rules (e.g.) educational qualification, eligibility service etc. is to be checked before they are considered for inclusion in the eligibility list for reference to the Departmental Promotion Committee. However this shall not be applied in the case of officers who are due for retirement on

superannuation in the recruitment year and their cases shall be considered at appropriate time.

- (viii) The Departmental Promotion Committee shall meet atleast twice a year in January/February and July/August. The Promotion for all groups C, B & A shall be based on seniority cum fitness, subject to qualifying the departmental test as may be prescribed in these rules and quality of Annual Performance Appraisal Report (APAR) for the last five years and vigilance clearance.
- a) For the gradation in APARs for the preceding five years the bench mark for all such promotion from Group C to B and from Group B to A (up to the grade pay of Rs.6,600) shall be "Good".
- b) The bench mark for the Group A post with the grade pay of Rs.7600 and above shall be "Very Good".

Provided there is no adverse entry during the preceding three years and the employee should not have been awarded any major penalty under disciplinary rules during the preceding five years.

Notwithstanding anything contained in these Rules, the Vice-Chancellor may, in case of urgent need, permit appointment on deputation or short term contract basis. In such case contract period shall not normally exceed six months.

8. Date of Issue of Advertisement:

In each case, the date of issue of advertisement shall be decided in advance, keeping in view the exigencies and requirements of the job.

9. Validity period of Advertisement:

Where the Selection Committee has not even met after a lapse of 12 months with effect from the closing date of application for any post, the post shall ordinarily be re-advertised. Provided that if in the opinion of the Vice-Chancellor the circumstances so necessitates, he/she may extend the validity of the advertisement for another six months. However, in any case, the validity of an advertisement shall not be extended beyond 18 months with effect from the closing date of receipt of applications.

10. Probation:

Every person selected or appointed through direct recruitment or open selection to a post in the Institute shall be governed under these Recruitment Rules or guidelines issued by the UGC/Govt. of India from time to time.

11. Assured Career Progression Scheme (ACPS)/Modified Assured Career Progression Scheme (MACPS):

- (i) The Financial upgradation under ACPS/MACPS Scheme in respect of non-teaching staff of the Institute shall be allowed as per the provisions of the Rules of the Institute and orders/guidelines of the UGC/Govt. of India as amended/issued from time to time.
- (ii) The Assured Career Progression Scheme (ACP) shall be valid upto 31.08.2008. The employees who are eligible for financial upgradation as on 31.08.2008 shall be governed by the ACP Scheme.
- (iii) The Modified Assured Career Progression Scheme (MACPS) of the Govt. of India duly communicated for implementation by the UGC in respect of Non-teaching officials shall be effective from 01.09.2008.

Any dispute in the afore-mentioned career progression schemes applicable for non-teaching staff, the decision of the Board of Management shall be final.

12. Deputation for provision for absorption:

- (i) In case the appointment is made on deputation basis, the incumbent may be allowed to continue maximum for a period of five years or till he/she attains the age of superannuation prescribed for that particular cadre whichever is earlier. The appointment on deputation may be made initially for a period of two years which may be extended on yearly basis up to a maximum period of five years subject to satisfactory performance, good behaviour and high integrity. The Institute, however, shall have the right to repatriate the incumbent anytime even before the prescribed period in case his/her performance, integrity or conduct is found to be unsatisfactory at any stage according to the opinion of the competent authority or the repatriation of the officer against whose vacancy the deputationist was working. Ordinarily, no deputationist shall be absorbed in any cadre of the Institute after his/her deputation period. In case, it is decided in the interest of the Institute to

absorb any such person, then the Gandhigram Rural Institute administration may take up the matter with his/her parent organization for concurrence after obtaining the option of the deputationist concerned. After obtaining the consent of the parent department, the case shall be placed before the Board of Management for a final decision. In case he/she is absorbed in the Institute, he/she will be assigned the bottom seniority of that particular cadre as per the Govt. of India rule.

In case the appointment is made on deputation and there is a very meagre response against the advertisement/circulars issued by the Institute, the Appointing Authority/Board of Management may at its discretion constitute a Selection Committee or may directly order for issue of appointment letter to the candidate after satisfying his/her eligibility for the post including review of performance appraisal reports (APARs/ACRs) duly forwarded by the parent department as per the advertisement.

13. Residuary Matters:

In respect of all matters not specifically provided for in these Rules, the corresponding provisions as provided by the UGC for their employees or as prescribed by the Govt. of India relating to its employees, as amended from time to time, will be followed.

14. Power to Relax:

When the Board of Management of the Institute, upon a recommendation made by the Vice-Chancellor to that effect, is that of the opinion that it is necessary or expedient to do so for reasons to be recorded in writing, relax any of the provisions of these Rules.

Relaxation of Recruitment Rules is to be resorted to in respect of a class or category of persons. Relaxation should not be resorted to in respect of an individual except in cases where an individual can be treated as a Class or Category of persons.

Further, relaxation is to be resorted to on rare occasions. Such a relaxation shall not be a regular feature.

15. Repeal:

All existing rules and orders in relation to the matters covered under these rules, shall stand superseded but any action already taken by or in pursuance to such existing rules and orders shall be deemed to have been taken under these Rules.

16. Savings:

Nothing in these rules shall affect reservations, relaxation of age-limit and other concessions required to be provided for the SC/ST, OBC, PWD, Ex-servicemen and other special categories of persons, in accordance with the directives issued by the Government of India from time to time.

17. Interpretations:

- i) In case of any clarification relating to interpretation of these rules, the decision of the Board of Management shall be final, unless otherwise, specifically included in these rules.
- ii) Notwithstanding anything contained in these rules, the Board of Management shall have the power to alter or modify, any of the provisions of these rules.

18. Removal of Difficulty:

Notwithstanding anything contained in the above Rules, the Vice-Chancellor may take such measures as may be necessary for removal of difficulties. Such measures shall be reported to the Board of Management.

APPENDIX-I

THE GANDHIGRAM RURAL INSTITUTE-DEEMED UNIVERSITY

Constitution of Selection Committee/Departmental Promotion Committee

I. Group 'A' (other than statutory posts)

i)	The Vice-Chancellor	Chairman
ii)	Chancellor's Nominee	Member
iii)	Three external experts in the relevant field nominated by the Vice-Chancellor from the panel of names approved by the Board of Management	Member
iv)	Dean/HOD of the concerned department (if applicable)	Member
v)	Registrar	Member Secretary

The quorum shall be 4 members including 2 external experts in the relevant field.

Note: A member representing SC/ST/OBC/Minorities/Women/PWD categories, if any of the candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee do not belong to that category.

II. Group 'B' and 'C'

i)	The Vice-Chancellor	Chairman
ii)	Two external experts – one Registrar/Deputy Registrar of other Universities and other member could be a senior person in the relevant field	Member
iii)	Dean/HOD of the concerned department (if applicable)	Member
iv)	Registrar	Member Secretary

The quorum shall be 3 members including one external expert in the relevant field.

Note: A member representing SC/ST/OBC/Minorities/Women/PWD categories, if any of the candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee do not belong to that category.

1	Name of the post	REGISTRAR
2	Number of post(s)	One
3	Classification	Group A
4	Pay Band and Grade Pay	PB-4 Rs.37400-67000 +GP Rs.10000
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruits	N.A.
7	Educational & Other qualifications required for direct recruits	1. A Master's Degree with at least 55% of the marks or its equivalent grade of B in the UGC Seven Point Scale. 2. At least 15 years of experience as Assistant Professor in the AGP of Rs.7000 and above or with 8 years of service in the AGP of Rs.8000 and above including as Associate Professor 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 Registrar or an equivalent post.
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	N.A.
9	Period of probation, if any	N.A.
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	Direct/Deputation/Contract *Direct/Deputation/Contract for a tenure of three years or till attaining the age of 62 years, whichever is earlier and which can be renewed on similar term.
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	As indicated at column-7
12	Composition of Selection Committee/Departmental Promotion Committee	As per the UGC (Institutions Deemed to be Universities) Regulations, 2010 and Memorandum of Association / Bye-laws of the Institute as

		amended from time to time.								
		<table border="1"> <tr> <td>Vice-Chancellor</td> <td>Chairperson</td> </tr> <tr> <td>One nominee of the Chancellor</td> <td>Member</td> </tr> <tr> <td>One nominee of the Board of Management</td> <td>Member</td> </tr> <tr> <td>One expert appointed by the Board of Management who is not employee of the Institute</td> <td>Member</td> </tr> </table>	Vice-Chancellor	Chairperson	One nominee of the Chancellor	Member	One nominee of the Board of Management	Member	One expert appointed by the Board of Management who is not employee of the Institute	Member
Vice-Chancellor	Chairperson									
One nominee of the Chancellor	Member									
One nominee of the Board of Management	Member									
One expert appointed by the Board of Management who is not employee of the Institute	Member									
		Note: The nominee of the SC/ST/OBC/Minority, PWD, Women categories to be nominated by the Vice-Chancellor shall be included in the Selection Committee in case such categories of candidates are to be interviewed.								
13	Remarks, if any.									

1	Name of the post	CONTROLLER OF EXAMINATIONS		
2	Number of post(s)	One		
3	Classification	Group A		
4	Pay Band and Grade Pay	PB-4 Rs.37400-67000 +GP Rs.10000		
5	Whether Selection or Non-Selection Post	Selection		
6	Age limit for direct recruits	N.A.		
7	Educational & Other qualifications required for direct recruits	<p>1. A Master's Degree with at least 55% of the marks or its equivalent grade of B in the UGC Seven Point Scale.</p> <p>2. At least 15 years of experience as Assistant Professor in the AGP of Rs.7000 and above or with 8 years of service in the AGP of Rs.8000 and above including as Associate Professor along with experience in educational administration</p> <p style="text-align: center;">OR</p> <p>Comparable experience in research establishment and/or other institutions of higher education.</p> <p style="text-align: center;">OR</p> <p>15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post.</p>		
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	N.A.		
9	Period of probation, if any	N.A.		
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	<p>Direct/Deputation/Contract</p> <p>*Direct/Deputation/Contract for a tenure of three years or till attaining the age of 62 years, whichever is earlier and which can be renewed on similar term.</p>		
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	As indicated at column-7		
12	Composition of Selection Committee/Departmental Promotion Committee	<p>As per the UGC (Institutions Deemed to be Universities) Regulations, 2010 and Memorandum of Association / Bye-laws of the Institute as amended from time to time.</p> <table border="1" style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 50%; text-align: center;">Vice-Chancellor</td> <td style="width: 50%; text-align: center;">Chairperson</td> </tr> </table>	Vice-Chancellor	Chairperson
Vice-Chancellor	Chairperson			

		One nominee of the Chancellor	Member
		One nominee of the Board of Management	Member
		One expert appointed by the Board of Management who is not employee of the Institute	Member
		<p>Note: The nominee of the SC/ST/OBC/Minority, PWD, Women categories to be nominated by the Vice-Chancellor shall be included in the Selection Committee in case such categories of candidates are to be interviewed.</p>	
13	Remarks, if any.		

1	Name of the post	FINANCE OFFICER
2	Number of post(s)	One
3	Classification	Group A
4	Pay Band and Grade Pay	PB-4 Rs.37400-67000 +GP Rs.10000
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruits	N.A.
7	Educational & Other qualifications required for direct recruits	<p><u>Essential:</u></p> <p>1. A Master's Degree with at least 55% of the marks or its equivalent grade of B in the UGC Seven Point Scale.</p> <p>2. At least 15 years of experience as Assistant Professor in the AGP of Rs.7000 and above or with 8 years of service in the AGP of Rs.8000 and above including as Associate Professor along with experience in educational administration</p> <p style="text-align: center;">OR</p> <p>Comparable experience in research establishment and/or other institutions of higher education.</p> <p style="text-align: center;">OR</p> <p>15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post.</p> <p><u>Desirable:</u></p> <p>1. Chartered Accountant with 10 years of experience in the relevant field.</p> <p>2. Experience in accounting system of Higher Educational Institutions/Govt. Institutions/Public Sector undertakings/Autonomous Bodies.</p>
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	N.A.
9	Period of probation, if any	N.A.
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	<p>Direct/Deputation/Contract</p> <p>*Direct/Deputation/Contract for a tenure of three years or till attaining the age of 62 years, whichever is earlier and which can be renewed on similar term.</p>
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation	On deputation from a panel of names received from the Office of the Comptroller and Auditor General (C&AG) or other governmental

	absorption to be made	accounting organizations functioning under the purview of Government of India.								
12	Composition of Selection Committee/Departmental Promotion Committee	<p>As per the UGC (Institutions Deemed to be Universities) Regulations, 2010 and Memorandum of Association / Bye-laws of the Institute as amended from time to time.</p> <table border="1"> <thead> <tr> <th>Vice-Chancellor</th> <th>Chairperson</th> </tr> </thead> <tbody> <tr> <td>One nominee of the Chancellor</td> <td>Member</td> </tr> <tr> <td>One nominee of the Board of Management</td> <td>Member</td> </tr> <tr> <td>One expert appointed by the Board of Management who is not employee of the Institute</td> <td>Member</td> </tr> </tbody> </table> <p>Note: The nominee of the SC/ST/OBC/Minority, PWD, Women categories to be nominated by the Vice-Chancellor shall be included in the Selection Committee in case such categories of candidates are to be interviewed.</p>	Vice-Chancellor	Chairperson	One nominee of the Chancellor	Member	One nominee of the Board of Management	Member	One expert appointed by the Board of Management who is not employee of the Institute	Member
Vice-Chancellor	Chairperson									
One nominee of the Chancellor	Member									
One nominee of the Board of Management	Member									
One expert appointed by the Board of Management who is not employee of the Institute	Member									
13	Remarks, if any.									

1	Name of the post	DIRECTOR, RURAL TECHNOLOGY CENTRE											
2	Number of post(s)	One											
3	Classification	Group A											
4	Pay Band and Grade Pay	PB-4 Rs.37400-67000 +GP Rs.10000											
5	Whether Selection or Non-Selection Post	Selection											
6	Age limit for direct recruits	Not exceeding 50 years											
7	Educational & Other qualifications required for direct recruits	M.E./M.Tech. in the relevant field of Engineering with Ph.D. degree. Minimum 10 years of experience in industry/research/ teaching.											
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	N.A.											
9	Period of probation, if any	2 years											
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	Direct Recruitment											
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	N.A.											
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of GRI: <table border="1" style="margin-left: 20px;"> <tr> <td>Vice-Chancellor</td> <td>Chairperson</td> </tr> <tr> <td>A nominee of the Chancellor</td> <td>Member</td> </tr> <tr> <td>Two experts nominated by the Vice-Chancellor</td> <td>Members</td> </tr> <tr> <td>Dean, Faculty of Rural Oriented Sciences</td> <td>Member</td> </tr> <tr> <td>Registrar</td> <td>Secretary</td> </tr> </table>		Vice-Chancellor	Chairperson	A nominee of the Chancellor	Member	Two experts nominated by the Vice-Chancellor	Members	Dean, Faculty of Rural Oriented Sciences	Member	Registrar	Secretary
Vice-Chancellor	Chairperson												
A nominee of the Chancellor	Member												
Two experts nominated by the Vice-Chancellor	Members												
Dean, Faculty of Rural Oriented Sciences	Member												
Registrar	Secretary												
13	Remarks, if any.	Age of superannuation is 60 years.											

1	Name of the post	DEPUTY REGISTRAR
2	Number of post(s)	Two
3	Classification	Group A
4	Pay Band and Grade Pay	Rs.15600-39100 +GP Rs.7600
5	Whether Selection or Non-Selection Post	Selection / Non-selection
6	Age limit for direct recruits	Not exceeding 50 years
7	Educational & Other qualifications required for direct recruits	1. A Master's Degree with at least 55% of marks or its equivalent grade of B in the UGC seven point scale. 2. Nine years of experience as Assistant Professor in the AGP of Rs.6000 and above with experience in educational administration. OR Comparable experience in research establishment and/or other institutions of higher education. OR Five years of administrative experience as Assistant Registrar or in an equivalent post.
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Age not applicable. Education and other qualification apply except the minimum requirement of 55% marks.
9	Period of probation, if any	2 years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	Direct Recruitment 75% Promotion 25%
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	From Assistant Registrars with 8 years of regular service failing which, Assistant Registrars with combined regular service of 13 years in the grades of Assistant Registrar and Section Officer/Private Secretary, out of which at least three years should have been rendered in the grade of Assistant Registrar, with satisfactory completion of probation.
12	Composition of Selection Committee/Departmental Promotion Committee	DPC / Selection Committee of Group A service of GRI.
13	Remarks, if any.	

1	Name of the post	SENIOR SYSTEM ANALYST
2	Number of post(s)	One
3	Classification	Group A
4	Pay Band and Grade Pay	Rs.15600-39100 +GP Rs.7600
5	Whether Selection or Non-Selection Post	Selection / Non-selection
6	Age limit for direct recruits	Not exceeding 50 years.
7	Educational & Other qualifications required for direct recruits	<u>Essential:</u> i) M.E./M.Tech. degree in Computer Science and Engineering / Information Technology with first class. ii) 5 years experience in Computer Centre management / software development and maintenance / database administration <u>Desirable:</u> Ph.D. in Computer Science / IT
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Age not applicable. Qualifications as mentioned in column no.7 shall apply.
9	Period of probation, if any	2 years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	Promotion failing which by Direct Recruitment.
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Promotion from among System Analyst / System Programmer with 8 years of regular service.
12	Composition of Selection Committee/Departmental Promotion Committee	DPC / Selection Committee of Group A service of GRI.
13	Remarks, if any.	

1	Name of the post	ASSISTANT REGISTRAR
2	Number of post(s)	Four
3	Classification	Group A
4	Pay Band and Grade Pay	Rs.15600-39100 +GP Rs.5400
5	Whether Selection or Non-Selection Post	Selection / Non-selection
6	Age limit for direct recruits	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruits	<u>Essential:</u> i) Master's Degree with at least 55% of marks or its equivalent grade of B in the UGC seven point scale along with a good academic record. ii) 5 years administrative experience in an Educational Institution / Govt./Public Sector Undertaking / Autonomous Bodies university. <u>Desirable:</u> Knowledge of Computer Applications.
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Age not applicable. Should be a graduate.
9	Period of probation, if any	2 years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	50% by promotion. 50% by Direct Recruitment.
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	80% from Section Officers with 5 years of regular service; 20% from Private Secretaries with 5 years of regular service.
12	Composition of Selection Committee/Departmental Promotion Committee	DPC / Selection Committee of Group A service of GRI.
13	Remarks, if any.	

1	Name of the post	ESTATE OFFICER (in the Grade of Assistant Executive Engineer)
2	Number of post(s)	One
3	Classification	Group A
4	Pay Band and Grade Pay	Rs.15600-39100 +GP Rs.5400
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruits	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruits	B.E. in Civil Engineering with 5 years experience in building construction and maintenance. Desirable: Experience in SPWD/CPWD/University Building Construction & maintenance
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not applicable
9	Period of probation, if any	2 years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	Direct Recruitment/Deputation
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	Officers from Central / State Govt. Departments / Organisations, Autonomous Bodies and Public Sector Undertakings. Possessing degree in Engineering and holding analogous posts or Diploma in Engineering with 8 years of regular service at the level of Junior Engineer.
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group A service of GRI.
13	Remarks, if any.	

1	Name of the post	FARM SUPERINTENDENT
2	Number of post(s)	One
3	Classification	Group A
4	Pay Band and Grade Pay	Rs.15600-39100 +GP Rs.5400
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruits	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruits	1. Master's Degree with specialisation in Agronomy with 55% of marks or its equivalent grade. 2. At least two years of experience in the relevant field.
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not applicable
9	Period of probation, if any	2 years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group A service of GRI.
13	Remarks, if any.	

1	Name of the post	PUBLICATION OFFICER
2	Number of post(s)	One
3	Classification	Group A
4	Pay Band and Grade Pay	Rs.15600-39100 +GP Rs.5400
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruits	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruits	<ol style="list-style-type: none"> 1. Master's degree in English Literature with 55% marks 2. P.G. Diploma in Journalism / Mass-Communication 3. Diploma/Certificate in Hindi 4. Two years of professional experience in editing and bringing out publications at University level institutions.
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not applicable
9	Period of probation, if any	2 years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group A service of GRI.
13	Remarks, if any.	

1	Name of the post	RESEARCH OFFICER
2	Number of post(s)	One
3	Classification	Group A
4	Pay Band and Grade Pay	Rs.15600-39100 +GP Rs.5400
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruits	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruits	<u>Essential:</u> 1. Master's Degree in Social Sciences with a minimum of 55% marks 2. M.Phil. degree in the relevant discipline 3. Ability to process and analyze data and to document. <u>Desirable:</u> Ph.D. in the relevant discipline.
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not applicable
9	Period of probation, if any	2 years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group A service of GRI.
13	Remarks, if any.	

1	Name of the post	SYSTEM ANALYST
2	Number of post(s)	Three
3	Classification	Group A
4	Pay Band and Grade Pay	Rs.15600-39100 +GP Rs.5400
5	Whether Selection or Non-Selection Post	Selection / Non-selection
6	Age limit for direct recruits	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruits	<u>Essential:</u> M.E. / M.Tech. degree in Computer Science and Engineering / Information Technology with first class OR i) B.E. / B.Tech. degree in Computer Science and Engineering / Information Technology (or) M.C.A. with first class. ii) 3 years experience in a reputed industry / organization / institution. <u>Desirable:</u> Experience in software development and maintenance / database administration / network management / Computer centre maintenance.
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not applicable
9	Period of probation, if any	2 years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	Direct Recruitment 50% Promotion - 50%; failing which by direct recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	Promotion from among Computer Operator with 8 years of experience.
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group A service of GRI.
13	Remarks, if any.	

1	Name of the post	STRUCTURAL DESIGN ENGINEER (RTC)
2	Number of post(s)	One
3	Classification	Group A
4	Pay Band and Grade Pay	Rs.15600-39100 +GP Rs.5400
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruits	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruits	M.E./M.Tech. in Civil Engineering/Structural Engineering with 3 years experience
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not applicable
9	Period of probation, if any	2 years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group A service of GRI.
13	Remarks, if any.	

1	Name of the post	TECHNICAL OFFICER (USIC)
2	Number of post(s)	Two
3	Classification	Group A
4	Pay Band and Grade Pay	Rs.15600-39100 +GP Rs.5400
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruits	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruits	1. M.Sc./B.E./B.Tech. in instrumentation / Electronics or allied fields with at least 55% marks or its equivalent Grade of B in the UGC seven point scale. 2. Minimum two years of experience in relevant field
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not applicable
9	Period of probation, if any	2 years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group A service of GRI.
13	Remarks, if any.	

1	Name of the post	SECTION OFFICER
2	Number of post(s)	Eight
3	Classification	Group B
4	Pay Band and Grade Pay	Rs.9300-34800 +GP Rs.4600
5	Whether Selection or Non-Selection Post	Selection and Non-selection
6	Age limit for direct recruits	Not exceeding 45 years
7	Educational & Other qualifications required for direct recruits	i) A Master's Degree with at least 55% of marks or its equivalent grade of B in the UGC seven point scale. OR A Bachelor degree in Law ii) 5 years of experience in office work in an educational institution / government office
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not applicable except to the extent that the promotee should be a graduate
9	Period of probation, if any	Two year
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	100% Promotion out of which 50% - Selection and 50% - Non-selection, failing which direct recruitment.
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	Promotion from among the Assistants with 5 years of regular service failing which Assistants with combined regular services of 10 years as Assistant and UDC, out of which atleast three years service should have been rendered in the post of Assistant with satisfactory completion of probation.
12	Composition of Selection Committee/Departmental Promotion Committee	DPC of Group B service of GRI.
13	Remarks, if any.	

1	Name of the post	PRIVATE SECRETARY
2	Number of post(s)	Two
3	Classification	Group B
4	Pay Band and Grade Pay	Rs.9300-34800 +GP Rs.4600
5	Whether Selection or Non-Selection Post	Selection / Non-selection
6	Age limit for direct recruits	Not exceeding 45 years
7	Educational & Other qualifications required for direct recruits	<u>Essential:</u> i) A Master's Degree with at least 55% of marks or its equivalent grade of B in the UGC seven point scale. ii) Shorthand Junior grade in English (80 wpm) iii) 5 years of experience in office work in an educational institution / Government Office. <u>Desirable:</u> Shorthand / typewriting in Hindi
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not applicable, except to the extent that the promotee should be a graduate and should have passed Stenography in English (Junior Grade 80 wpm) and Typewriting in English (Senior Grade)
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	100% Promotion failing which direct recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	Promotion from among the Personal Assistants with 6 years of regular service failing which Stenographers with 10 years of regular service
12	Composition of Selection Committee/Departmental Promotion Committee	DPC of Group B service of GRI.
13	Remarks, if any.	

Note: As per the Resolution of the Board of Management vide Item No.1617/BOM.2014.VI dated 24.06.2014, the following changes are recommended:

Existing	Changes recommended
Promotion from the personal assistants with six years of regular service failing which stenographers with 10 years of regular services	Promotion from the personal assistants with six years of regular service or 10 years of regular service in the cadre of personal assistant and stenographer put together; failing which stenographers with 10 years of regular service

1	Name of the post	ASSISTANT ENGINEER
2	Number of post(s)	One
3	Classification	Group B
4	Pay Band and Grade Pay	Rs.9300-34800 +GP Rs.4200
5	Whether Selection or Non-Selection Post	Not applicable
6	Age limit for direct recruits	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruits	B.E. / B.Tech. in Civil Engineering with 3 years of experience in Pollution Control, Environmental Sanitation and Industrial Hygiene
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group B service of GRI.
13	Remarks, if any.	

1	Name of the post	NON-MEDICAL DEMONSTRATOR
2	Number of post(s)	One
3	Classification	Group B
4	Pay Band and Grade Pay	Rs.9300-34800 +GP Rs.4200
5	Whether Selection or Non-Selection Post	Selection post
6	Age limit for direct recruits	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruits	Graduation with P.G. Diploma in Health Education/ P.G. Diploma in Sanitary Science with 7 years experience in Teaching/Training
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	100% promotion; failing which, by direct recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	Promotion from among the Health Inspector / Sanitary Inspector with 6 years of regular service.
12	Composition of Selection Committee/Departmental Promotion Committee	DPC of Group B service of GRI.
13	Remarks, if any.	

1	Name of the post	COMPUTER OPERATOR
2	Number of post(s)	Two
3	Classification	Group B
4	Pay Band and Grade Pay	Rs.9300-34800 +GP Rs.4200
5	Whether Selection or Non-Selection Post	Selection / Non-selection
6	Age limit for direct recruits	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruits	A pass in B.Sc. Computer Science or B.C.A. or B.Sc. IT OR A pass in B.Sc. (Maths./ Statistics/ Physics) with P.G. Diploma in Computer Applications with 3 years of experience in the relevant field.
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Age not applicable but educational qualification will apply
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	Direct Recruitment 50% Promotion 50%; failing which, by direct recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	Promotion from among Data Entry Operator with 10 years of regular service.
12	Composition of Selection Committee/Departmental Promotion Committee	DPC / Selection Committee of Group B service of GRI.
13	Remarks, if any.	

1	Name of the post	FOREMAN
2	Number of post(s)	One
3	Classification	Group B
4	Pay Band and Grade Pay	Rs.9300-34800 +GP Rs.4200
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruits	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruits	a) Degree in Mechanical Engineering. b) Five years of experience in R&D Institution / Industry.
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group B service of GRI.
13	Remarks, if any.	

1	Name of the post	HEALTH INSPECTOR (Senior Technical Assistant Grade)
2	Number of post(s)	Two
3	Classification	Group B
4	Pay Band and Grade Pay	Rs.9300-34800 +GP Rs.4200
5	Whether Selection or Non-Selection Post	Selection / Non-selection
6	Age limit for direct recruits	Not exceeding 45 years
7	Educational & Other qualifications required for direct recruits	Graduation with P.G. Diploma in Health Education/ P.G. Diploma in Sanitary Science with 5 years experience in the relevant field.
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not Applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	Promotion 100% failing which direct recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	Promotion from among the Health Inspector (GP Rs.2800) / Sanitary Inspector (GP Rs.2800) with 6 years of regular service
12	Composition of Selection Committee/Departmental Promotion Committee	DPC/Selection Committee of Group B service of GRI.
13	Remarks, if any.	

1	Name of the post	INSTRUCTOR (Khadi and Handloom Technology) i) Spinning & Weaving - 1 ii) Wet Processing - 1 iii) Garments and Knitting -1
2	Number of post(s)	Three
3	Classification	Group B
4	Pay Band and Grade Pay	Rs.9300-34800 +GP Rs.4200
5	Whether Selection or Non-Selection Post	Not applicable
6	Age limit for direct recruits	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruits	1. Three years Diploma Course in Khadi and Handloom Technology with specialization in i) Spinning and Weaving ii) Wet Processing iii) Garments and Knitting for the respective posts. 2. Three years practical experiences in the respective field. 3. Teaching experience preferable.
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	Direct Recruitment – 100%
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	Not applicable.
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group B service of GRI.
13	Remarks, if any.	

1	Name of the post	INSTRUCTOR (Hindi)
2	Number of post(s)	One
3	Classification	Group B
4	Pay Band and Grade Pay	Rs.9300-34800 +GP Rs.4200
5	Whether Selection or Non-Selection Post	Not applicable
6	Age limit for direct recruits	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruits	1. Master's Degree in Hindi with a minimum of 55% marks. 2. Three years of teaching experience.
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable.
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group B of GRI.
13	Remarks, if any.	

1	Name of the post	RESEARCH ASSISTANT
2	Number of post(s)	Five
3	Classification	Group B
4	Pay Band and Grade Pay	Rs.9300-34800 +GP Rs.4200
5	Whether Selection or Non-Selection Post	Not applicable
6	Age limit for direct recruits	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruits	<ol style="list-style-type: none"> 1. A Master's Degree in Social Science / Home Science / Statistics / Mathematics / Economics / Computer Science with 3 years of experience in designing and conducting field base survey. 2. Ability to process and analyse data and documentation with computer knowledge
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	Not applicable.
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group B service of GRI.
13	Remarks, if any.	

1	Name of the post	SENIOR TECHNICAL ASSISTANT (Agriculture)
2	Number of post(s)	One
3	Classification	Group B
4	Pay Band and Grade Pay	Rs.9300-34800 +GP Rs.4200
5	Whether Selection or Non-Selection Post	Not applicable
6	Age limit for direct recruits	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruits	B.Sc. Agriculture/Horticulture with 3 years of experience in the relevant field
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	Not applicable.
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group B service of GRI.
13	Remarks, if any.	

1	Name of the post	SENIOR TECHNICAL ASSISTANT (Physics)
2	Number of post(s)	One
3	Classification	Group B
4	Pay Band and Grade Pay	Rs.9300-34800 +GP Rs.4200
5	Whether Selection or Non-Selection Post	Not applicable
6	Age limit for direct recruits	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruits	1. Master's Degree in Physics with 55% of marks OR B.Sc. Degree in Physics with 55% of marks and with 8 years of experience in relevant science laboratory. 2. Two years of experience in handling laboratory equipments and computers.
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Age not applicable. But the educational qualification will apply.
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	100% Promotion failing which direct recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Promotion from among Lab Technicians with 10 years of regular service.
12	Composition of Selection Committee/Departmental Promotion Committee	DPC / Selection Committee of Group B Service of GRI.
13	Remarks, if any.	

1	Name of the post	SENIOR TECHNICAL ASSISTANT – Glass Blowing (USIC)
2	Number of post(s)	One
3	Classification	Group B
4	Pay Band and Grade Pay	Rs.9300-34800+GP Rs.4200
5	Whether Selection or Non- Selection Post	Selection
6	Age limit for direct recruits	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruits	i) A pass in HSC with certificate Course in concerned trade as approved by a recognized University/CSIR. ii) Six years of experience in the relevant field.
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorpti on, grades from which promotion/deputation absorption to be made	Not applicable.
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group B service of GRI.
13	Remarks, if any.	

1	Name of the post	SENIOR TECHNICAL ASSISTANT i) Bakery – 1 ii) Oil & Soap – 1
2	Number of post(s)	Two
3	Classification	Group B
4	Pay Band and Grade Pay	Rs.9300-34800 +GP Rs.4200
5	Whether Selection or Non-Selection Post	Not applicable
6	Age limit for direct recruits	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruits	<u>i) Bakery:</u> a) Master's Degree with minimum 55% in Rural Industries and management with specialization in Bakery Industry or any Master's Degree with one year Diploma in Bakery Technology. b) Two years experience in the relevant area. <u>ii) Oil and Soap Industry:</u> a) Master's Degree with minimum 55% in Rural Industries and management with specialization in Oil and Soap Industry. b) Two years experience in the relevant area.
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	100% Promotion failing which by direct recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Promotion from among Technical Assistant (Oil & Soap / Bakery) with 6 years of regular service.
12	Composition of Selection Committee/Departmental Promotion Committee	DPC / Selection Committee of Group B service of GRI.
13	Remarks, if any.	

1	Name of the post	ASSISTANT
2	Number of post(s)	14
3	Classification	Group B
4	Pay Band and Grade Pay	Rs.9300-34800 +GP Rs.4200
5	Whether Selection or Non-Selection Post	Non-selection/Selection
6	Age limit for direct recruits	Not exceeding 35 years.
7	Educational & Other qualifications required for direct recruits	1. A Bachelor's degree from a recognized university in 10+2+3 pattern or 11+1+3 pattern. 2. Five years of experience on regular basis in Govt. / Govt. undertaking / university / Quasi Govt. / Autonomous Bodies. 3. Proficiency in Computer Operations.
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Age not applicable. But educational and other qualifications will apply.
9	Period of probation, if any	One year
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	80% promotion by Seniority-cum-Fitness 20% promotion by Limited Departmental Competitive Test failing which by direct recruitment.
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	Promotion from among the UDCs with 10 years of regular service and possessing a Bachelor's Degree.
12	Composition of Selection Committee/Departmental Promotion Committee	DPC / Selection Committee of Group B service of GRI.
13	Remarks, if any.	

1	Name of the post	PERSONAL ASSISTANT
2	Number of post(s)	One
3	Classification	Group B
4	Pay Band and Grade Pay	Rs.9300-34800 +GP Rs.4200
5	Whether Selection or Non-Selection Post	Non-selection
6	Age limit for direct recruits	Not applicable
7	Educational & Other qualifications required for direct recruits	Not applicable
8	Whether age & qualifications prescribed for direct recruits will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption grades from which promotion or by deputation/absorption to be made	100% Promotion by Seniority-cum-Fitness.
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	Promotion from among the Stenographers with 10 years of regular service.
12	Composition of Selection Committee/Departmental Promotion Committee	DPC of Group B service of GRI
13	Remarks, if any.	

1	Name of the post	JUNIOR ENGINEER (Civil)
2	Number of post(s)	One
3	Classification	Group B
4	Pay Band and Grade Pay	Rs.9300-34800 +GP Rs.4200
5	Whether Selection or Non-Selection Post	Not applicable
6	Age limit for direct recruitment	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruitment	A Bachelor's degree in Civil Engineering OR Diploma in Civil Engineering with 3 years of experience in Design, Construction and maintenance of building and roads
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group B service of GRI
13	Remarks	

1	Name of the post	HEALTH INSPECTOR
2	Number of post(s)	2
3	Classification	Group C
4	Pay Band and Grade Pay	Rs.5200-20200 +GP Rs.2800
5	Whether Selection or Non-Selection Post	Not applicable
6	Age limit for direct recruitment	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruitment	B.Sc. (Chemistry) with P.G. Diploma in Sanitary Inspector's Course with 2 years experience in the relevant field.
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group C service of GRI.
13	Remarks	The existing one post of Sanitary Inspector (University Campus) is re-designated as Health Inspector.(University campus sanitation)

1	Name of the post	TECHNICAL ASSISTANT (LAB)
2	Number of post(s)	5 (Physics, Chemistry, Biology, Home Science and FRHS)
3	Classification	Group C
4	Pay Band and Grade Pay	Rs.5200-20200 +GP Rs.2800
5	Whether Selection or Non-Selection Post	Not applicable
6	Age limit for direct recruitment	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruitment	1. I Class B.Sc. Degree in the respective discipline / Degree in Medical Lab Technology for FRHS. 2. Two years experience in the relevant field.
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group C service of GRI.
13	Remarks	The post of Lab Technician has been re-designated as Technical Assistant (LAB)

1	Name of the post	TECHNICAL ASSISTANT (LANGUAGE LAB)
2	Number of post(s)	2
3	Classification	Group C
4	Pay Band and Grade Pay	Rs.5200-20200 +GP Rs.2800
5	Whether Selection or Non-Selection Post	Not applicable
6	Age limit for direct recruitment	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruitment	<ol style="list-style-type: none"> 1. Bachelor's Degree in English Literature with I Class. 2. Certificate Course in Teaching of English from a reputed University / Institute. 3. Two years experience in handling Audio Visual Equipments in Language Lab.
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group C service of GRI.
13	Remarks	The posts of Language Lab Assistant and Communication Assistant are re-designated as Technical Assistant (Language Lab)

1	Name of the post	TECHNICAL ASSISTANT (EXTENSION WORK)
2	Number of post(s)	9 Home Science - 1 Chemistry - 1 Physics - 1 Extension Education - 1 Life Long Learning and Extension - 5 [AV aids ñ 1; PERC-1; Extension work-1; Balwadi Supervisor-2]
3	Classification	Group C
4	Pay Band and Grade Pay	Rs.5200-20200 +GP Rs.2800
5	Whether Selection or Non-Selection Post	Not applicable
6	Age limit for direct recruitment	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruitment	1. First Class Bachelor's Degree in concerned discipline. 2. Two years experience in Village Extension activities / AV aids and handling instruments.
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group C service of GRI.
13	Remarks	The Posts of Field Organizer, Field Assistants, two Balwadi Supervisors and existing two Technical Assistants and in the Depts. of Life Long Learning & Extension and Extension Education are re-designated as Technical Assistant (Extension Work)

1	Name of the post	TECHNICAL ASSISTANT (Rural Industries and Management)
2	Number of post(s)	3 (Oil & Soap-1, Handmade Paper-1, Food & Food products-1)
3	Classification	Group C
4	Pay Band and Grade Pay	Rs.5200-20200 +GP Rs.2800
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruitment	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruitment	1. First Class Bachelor's Degree in concerned discipline. 2. Certificate course in the relevant discipline. 3. Two years experience in the relevant field.
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group C service of GRI.
13	Remarks	The posts of Technical Assistant (Oil & Soap), Technical Assistant (Handmade Paper) and Food/Chemical Technician are re-designated as Technical Assistant (Rural Industries and Management)

1	Name of the post	STATISTICAL ASSISTANT
2	Number of post(s)	1
3	Classification	Group B
4	Pay Band and Grade Pay	Rs.9300-34800 +GP Rs.4200
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruitment	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruitment	<p>Essential: Post Graduate degree in Statistics / Mathematical Statistics / Applied Statistics OR Post Graduate degree in Economics / Mathematics (with Statistics as one of the subjects at degree level as well as one or two papers at PG level) from a recognized University with 55% of the marks or its equivalent grade of B in the UGC seven point scale and consistently good academic record. Sound knowledge of computer applications.</p> <p>Desirable: Post Graduate Diploma in Computer Applications (PGDCA) or equivalent.</p>
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group B service of GRI.
13	Remarks	The Pay Band and Grade Pay has been rationalized as per the UGC norms.

1	Name of the post	DATA ENTRY OPERATOR
2	Number of post(s)	2
3	Classification	Group C
4	Pay Band and Grade Pay	Rs.5200-20200 +GP Rs.2400
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruitment	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruitment	1. First Class Bachelors Degree in Arts / Science / Commerce or Equivalent from a recognized University 2. Typewriting in English (Junior Grade) 3. Working knowledge in operating computers
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group C service of GRI.
13	Remarks	

1	Name of the post	TECHNICIAN GRADE IV (USIC)
2	Number of post(s)	2
3	Classification	Group C
4	Pay Band and Grade Pay	Rs.5200-20200 +GP Rs.2800
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruitment	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruitment	Diploma in Electronics / Electrical / Mechanical Engineering with 3 years relevant experience in Industry / Research laboratory.
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group C service of GRI.
13	Remarks	

1	Name of the post	UPPER DIVISION CLERK
2	Number of post(s)	21
3	Classification	Group C
4	Pay Band and Grade Pay	Rs.5200-20200 +GP Rs.2400
5	Whether Selection or Non-Selection Post	Selection / Non-selection
6	Age limit for direct recruitment	Not exceeding 35 years.
7	Educational & Other qualifications required for direct recruitment	1. Any degree from recognized university. 2. Five years experience as L.D.C. 3. Proficiency in computer operations.
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100 % by Promotion failing which by Direct Recruitment.
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Promotion from among the LDCs with 8 years of regular service.
12	Composition of Selection Committee/Departmental Promotion Committee	DPC / Selection Committee of Group C service of GRI.
13	Remarks	

1	Name of the post	STENOGRAPHER
2	Number of post(s)	5
3	Classification	Group C
4	Pay Band and Grade Pay	Rs.5200-20200 +GP Rs.2400
5	Whether Selection or Non-Selection Post	Not applicable
6	Age limit for direct recruitment	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruitment	1. Bachelors degree from recognized university 2. Shorthand English 80 w.p.m 3. Typewriting 45 w.p.m. in English typing 4. Knowledge of computer applications
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Age Not applicable Education and other qualifications apply.
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	80% by Direct Recruitment 20% by Promotion failing which by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Promotion from among the LDC with 8 years of regular service.
12	Composition of Selection Committee/Departmental Promotion Committee	DPC / Selection Committee of Group C service of GRI.
13	Remarks	

1	Name of the post	AGRICULTURAL ASSISTANT
2	Number of post(s)	2
3	Classification	Group C
4	Pay Band and Grade Pay	Rs.5200-20200 +GP Rs.2400
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruitment	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruitment	<ol style="list-style-type: none"> 1. Pass in Higher Secondary Examination with Science subjects. 2. Two years Diploma Course in Agriculture from the reputed Institution 3. 2 years experience in the field of Agriculture
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group C service of GRI.
13	Remarks	

1	Name of the post	LIVESTOCK ASSISTANT
2	Number of post(s)	1
3	Classification	Group C
4	Pay Band and Grade Pay	Rs.5200-20200 +GP Rs.2400
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruitment	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruitment	1. Pass in Higher Secondary Examination with Science subjects. 2. Two year Diploma Course in relevant discipline with 2 years experience.
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group C service of GRI.
13	Remarks	

1	Name of the post	SECURITY INSPECTOR (Sergeant)
2	Number of post(s)	1
3	Classification	Group C
4	Pay Band and Grade Pay	Rs.5200-20200 +GP Rs.2400
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruitment	Not exceeding 40 years
7	Educational & Other qualifications required for direct recruitment	Ex-serviceman in the rank of <i>Subedhar</i> or equivalent with Plus Two qualification
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group C service of GRI.
13	Remarks	

1	Name of the post	LOWER DIVISION CLERK
2	Number of post(s)	27
3	Classification	Group C
4	Pay Band and Grade Pay	Rs.5200-20200 +GP Rs.1900
5	Whether Selection or Non-Selection Post	Selection & Non-selection
6	Age limit for direct recruitment	Not exceeding 30 years
7	Educational & Other qualifications required for direct recruitment	1. Any degree from recognized university. 2. Knowledge in Computer Applications 3. Typewriting Junior Grade in English
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Age not Applicable. Qualification : i) A pass in Matriculation or equivalent. ii) Pass in Typewriting Junior Grade in English iii) A pass in Departmental Test conducted by GRI.
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	i) 80% by Direct Recruitment ii) 20% of vacancies shall be filled from amongst Multi Tasking Staff with five years of regular service. * Direct recruitment should be through an appropriate mechanism i.e. written test, typing test, computer aptitude / trade test and interview.
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	As stated in Column No.10 above
12	Composition of Selection Committee/Departmental Promotion Committee	DPC / Selection Committee of Group C service of GRI.
13	Remarks	

1	Name of the post	TECHNICIAN Grade I (USIC)
2	Number of post(s)	3
3	Classification	Group C
4	Pay Band and Grade Pay	Rs.5200-20200 +GP Rs.1900
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruitment	Not exceeding 30 years
7	Educational & Other qualifications required for direct recruitment	ITI Certificate with atleast one year experience in Mechanical / Electrical / Electronic shops of reputed industry / educational institution / research laboratory (OR) H.Sc. with Certificate in Glass blowing from a recognized Institution and 2 years experience in glass blowing.
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group C service of GRI.
13	Remarks	

1	Name of the post	TECHNICIAN (Civil)
2	Number of post(s)	5 (Plumber-1, Carpenter-1, Mason-2, Painter-1)
3	Classification	Group C
4	Pay Band and Grade Pay	Rs.5200-20200 +GP Rs.1900
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruitment	Not exceeding 30 years
7	Educational & Other qualifications required for direct recruitment	1. A pass in 10 th Standard with ITI Certificate in the requisite trade. 2. Two years experience in the relevant trade.
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group C service of GRI.
13	Remarks	The existing posts of Plumber, Carpenter, Mason and Painter are re-designated as Technician (Civil)

1	Name of the post	TECHNICIAN (Electrical)
2	Number of post(s)	1
3	Classification	Group C
4	Pay Band and Grade Pay	Rs.5200-20200 +GP Rs.1900
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruitment	Not exceeding 30 years
7	Educational & Other qualifications required for direct recruitment	1. A pass in 10 th Standard with ITI Certificate in the requisite trade. 2. Two years experience in the relevant trade.
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group C service of GRI.
13	Remarks	The existing post of Electrician is re-designated as Technician (Electrical)

1	Name of the post	TECHNICIAN (Multi-media)
2	Number of post(s)	1
3	Classification	Group C
4	Pay Band and Grade Pay	Rs.5200-20200 +GP Rs.1900
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruitment	Not exceeding 30 years
7	Educational & Other qualifications required for direct recruitment	1. Diploma in Multi-media production 2. Two years experience in the relevant field
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group C service of GRI.
13	Remarks	The existing post of Film Operator is re-designated as Technician (Multi-media).

1	Name of the post	HEALTH OFFICER
2	Number of post(s)	2
3	Classification	Group A
4	Pay Band and Grade Pay	Rs.15600-39100 +GP Rs.5400
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruitment	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruitment	Recognised M.B.,B.S. of any University and registered with the Indian Medical Council and completion of compulsory rotating internship with three years teaching/administrative experience. Preference will be given to persons holding D.P.H. or B.S.Sc.
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment.
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group A service of GRI.
13	Remarks	

1	Name of the post	ENTOMOLOGIST
2	Number of post(s)	1
3	Classification	Group A
4	Pay Band and Grade Pay	Rs.15600-39100 +GP Rs.5400
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruitment	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruitment	First class in M.Sc. Zoology / M.Sc. Medical Entomology with Two years of teaching experience.
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group A service of GRI.
13	Remarks	

1	Name of the post	MICROBIOLOGIST
2	Number of post(s)	1
3	Classification	Group A
4	Pay Band and Grade Pay	Rs.15600-39100 +GP Rs.5400
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruitment	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruitment	First class in M.Sc. Microbiology with two years of teaching experience.
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group A service of GRI.
13	Remarks	

1	Name of the post	SOCIAL SCIENTIST CUM HEALTH EDUCATOR
2	Number of post(s)	1
3	Classification	Group A
4	Pay Band and Grade Pay	Rs.15600-39100 +GP Rs.5400
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruitment	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruitment	First Class in Post Graduate Degree in Sociology / Social Work with Post Graduate Diploma in Health Education with two years teaching experience.
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group A service of GRI.
13	Remarks	

1	Name of the post	DRIVER
2	Number of post(s)	13
3	Classification	Group C
4	Pay Band and Grade Pay	Rs.5200-20200 +GP Rs.1900
5	Whether Selection or Non-Selection Post	Selection/Non-selection
6	Age limit for direct recruitment	Not exceeding 35 years
7	Educational & Other qualifications required for direct recruitment	1. A pass in 10 th Std. 2. Heavy Motor vehicle driving licence 3. Two years experience in Heavy Motor Vehicle Driving
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Age Not applicable. Qualification as laid down at Column No.(7) will apply.
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	80% by Direct Recruitment 20% by Promotion failing which Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Promotion from among the Conductor-cum-Cleaner / Multi-tasking Staff with three years of experience.
12	Composition of Selection Committee/Departmental Promotion Committee	DPC / Selection Committee of Group C service of GRI.
13	Remarks	The sanctioned post of Driver is 13. (Driver-Special Grade - 1; Driver Grade I - 4; Driver Grade II - 4; Driver Ordinary Grade - 3; and Automobile Mechanic - 1)

1	Name of the post	MULTI-TASKING STAFF (MTS)	
2	Number of post(s)	76	MTS (Office) : 59 MTS (Farms) : 05 MTS (Transport) : 01 MTS (Marker) : 02 MTS (Garden) : 05 MTS (Water supply) : 01 MTS (Sanitation) : 03
3	Classification	Group C	
4	Pay Band and Grade Pay	Rs.5200-20200 +Gp Rs.1800	
5	Whether Selection or Non-Selection Post	Selection	
6	Age limit for direct recruitment	Not exceeding 30 years	
7	Educational & Other qualifications required for direct recruitment	10 th pass OR ITI* pass in the relevant trade *May be adopted as per special requirements of the post, if any	
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable	
9	Period of probation, if any	Two years	
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment	
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable	
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group C service of GRI.	
13	Remarks		

1	Name of the post	PROFESSIONAL ASSISTANT
2	Number of post(s)	Two (CSSE&IP – 1 & CWS – 1)
3	Classification	Rs.9300-34800 + GP 4200
4	Pay Band and Grade Pay	Selection
5	Whether Selection or Non-Selection Post	Not applicable
6	Age limit for direct recruitment	35 years
7	Educational & Other qualifications required for direct recruitment	Master's degree in Library & Information Science (M.Lib. or M.Lib. & Inf.Sc.)/M.Lib.Sc. or B.Lib. Inf.Sc./B.Lib.Sc. with 3 years experience
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	Direct recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of GRI
13	Remarks	

1	Name of the post	LIBRARY ATTENDANT
2	Number of post(s)	One
3	Classification	Group C
4	Pay Band and Grade Pay	Rs.5200-20200 +GP Rs.1800
5	Whether Selection or Non-Selection Post	Selection
6	Age limit for direct recruitment	Not exceeding 30 years
7	Educational & Other qualifications required for direct recruitment	10 th or equivalent. <u>Desirable:</u> 1) Certificate Course in Library Science/Library & Information Science from a recognized Institution 2) Having knowledge of computers
8	Whether age & qualifications prescribed for direct recruitment will apply in case of promotees	Not applicable
9	Period of probation, if any	Two years
10	Method of recruitment: Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by Promotion/deputation/absorption, grades from which promotion/deputation absorption to be made	Not applicable
12	Composition of Selection Committee/Departmental Promotion Committee	Selection Committee of Group C service of GRI.
13	Remarks	

APPENDICES

THE GANDHIGRAM RURAL INSTITUTE – DEEMED UNIVERSITY
RE-ACCREDITED BY NAAC WITH 'A' GRADE

All communications should be addressed to the Registrar by designation and not by name



EPABX No : (0451)2452371-2452376
Phone : (0451) 2452323
Fax : (0451) 2454466
E-Mail : est@ruraluniv.ac.in
Website : www.ruraluniv.ac.in

Dr. G.MURALIDHARAN
REGISTRAR i/c.

GANDHIGRAM-624 302
Dindigul District

Ref: Estt.3&5/RR-NTS/2014-15/

Date: 25.08.2014

CIRCULAR

Sub: GRI-DU – Amendments brought out in the existing Recruitment Rules for Non-Teaching Staff of GRI – Board of Management of GRI approved the amendments recommended by the Committee – hosting the Amended Cadre Recruitment Rules in the GRI website – reg.

Ref: Approval of the Vice-Chancellor dated 22.08.2014

I am by direction to inform the Amended Cadre Recruitment Rules (Non-Teaching Posts)-2014 and Duties and Responsibilities approved by the Board of Management of GRI under Item No.1617/BoM.2014.VI dated 24.06.2014 are hosted in the GRI website.

The amendments brought out **with change of existing designation with higher pay structure** for a few Technical cadres due to review and rationalization of the existing cadres posts shall be implemented in GRI only after the approval of the UGC.

The Deans / Directors /HODs / Dy.Librarian / Dy.Director of Physical Education / Section Heads are requested to inform the circular to their staff concerned.

h. murali
25/8/14
REGISTRAR i/c.

To
All the Deans/Directors/HODs/Dy.Librarian/
Dy.Director of Physical Education/Section Heads
Copy to: The OSD to the Vice-Chancellor, GRI



<i>Existing R.R. Page No.</i>	<i>Name of the existing post</i>	<i>Provisions in the approved / existing rules Rs.</i>	<i>Revised provisions proposed Rs.</i>	<i>Reasons for the revision proposed</i>
(1)	(2)	(3)	(4)	(5)

Note: The scale of pay shown in parenthesis () is the V CPC pay scale. Redesignation of the existing post in the higher pay scale shall be effective only after the approval of the UGC.

<i>Existing R.R. Page No.</i>	<i>Name of the existing post</i>	<i>Provisions in the approved / existing rules Rs.</i>	<i>Revised provisions proposed Rs.</i>	<i>Reasons for the revision proposed</i>
(1)	(2)	(3)	(4)	(5)

Note: Change of existing designation shall be effective only after the approval of the UGC.