**ANDHRA UNIVERSITY, VISAKHAPATNAM**

**MENTOR FOR CENTRAL TRIBAL UNIVERSITY (CTU) – ANDHRA PRADESH**

VISAKHAPATNAM

No.U(1)/CTU/2019

DATE:20-11-2019

**NOTIFICATION**

Applications are invited from the retired University Professors / Ratified Retired Professors / Principals of Affiliated Colleges for the post of SPECIAL OFFICER in CTU AP, Vizianagaram on a contract basis for a period of one year. The last date for receipt of application is 27-11-2019 (Wednesday), 05.00 p.m. For details, visit: [www.andhrauniversity.edu.in](http://www.andhrauniversity.edu.in)

Sd/-

REGISTRAR

ANDHRA UNIVERSITY

APPLICATION FOR THE POST OF**SPECIAL OFFICER, CTU AP, VZM**

(purely temporary contract basis on consolidated pay)

1. Name in full :

(in BLOCKletters)

2. Father’s/Spouse’s Name: :

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| --- | --- | --- |
|  |  |  |

3. Date of Birth (dd/mm/yyyy) :

(Please attach proof)

4. Sex : Male / Female

5. Nationality :

6. Religion :

7. Reservation category : SC / ST / BC-A/B/C/D/E/ PWD

8. Address for communication : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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9. Pin Code : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

e-mail ID : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mobile No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

10. Fee paid details

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| --- | --- | --- | --- |
| **D.D. No.** | **Bank** | **Amount (Rs.)** | **Date** |
|  |  |  |  |

11. Educational qualifications(inchronological order starts from the highest qualification):

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl.**  **No.** | **Course** | **Period of study** | **Board/University** | **Subjects** | **Marks (%) / CGPA** |
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12. Details of experience (particulars of all previous employment):

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| --- | --- | --- | --- | --- | --- | --- |
| **Sl.**  **No.** | **Name of the Organization** | **Designation** | **Date of**  **Joining** | **Date of**  **leaving** | **Period of service** | **Nature of duty / work** |
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13. Research Experience :

M.Phil. Ph.D.

|  |  |
| --- | --- |
|  |  |

Research Guidance :

(Awarded)

|  |  |
| --- | --- |
|  |  |
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14. Research Publications : National International

i) Journals :

ii) Books :

15. Organised (specify no.) :

|  |  |  |  |
| --- | --- | --- | --- |
| **Workshops** | **Seminars / Conferences** | **Training Programmes** | **Extension Activities** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

16. Awards & Distinctions if any:

SIGNATURE OF THE APPLICANT

**DECLARATION**

## I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, S/o. / D/o. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, do hereby declare and certify that the above information furnished by me is true and correct to the best of my knowledge. In the event of the information furnished by me is found false or incorrect at any point of stage, the institution shall take any action against me including cancellation / termination of mycontractual appointment.

## Place:

## Date: SIGNATURE OF THE APPLICANT

**ANDHRA UNIVERSITY, VISAKHAPATNAM**

**MENTOR FOR CENTRAL TRIBAL UNIVERSITY - ANDHRA PRADESH**

**Name of the Post : SPECIAL OFFICER**

**Consolidated Pay :** Rs.50,000/- p.m. +

Rs.10,000/- p.m. towards conveyance

**Period of Appointment**  **:** One year contract

**Requirements** :

1. Retired University Professors / Ratified / Retired Professors / Principals of Affiliated Colleges.

2. Preference will be given those who served as Professors in a State University and retired from University service with proven academic leadership and administrative capabilities.

3. Weightage will be given to persons involved in community engagement activities and providing career guidance to the students for productive employment and entrepreneurship activities.

4. Age not exceeding 65 years on the date of submission of application.

**ANDHRA UNIVERSITY, VISAKHAPATNAM**

**MENTOR FOR CENTRAL TRIBAL UNIVERSITY - ANDHRA PRADESH**

**General instructions for the posts of SPECIAL OFFICER, CTU AP, VZM**

NOTIFICATION No.U(1)/CTU/2019 DATE: 20-11-2019

1. Applicant should send filled in prescribed application format with details along with Curriculum Vitae on or before last date prescribed along with all self-attested testimonials, certificates and all supporting documents relating to the post. The filled in application should be reached to the “DEAN (RESEARCH & DEVELOPMENT), CENTRAL ADMINSITRATIVE OFFICE, ANDHRA UNIVERSITY, VISAKHAPATNAM – 530 003”.
2. Candidates must enclose self- attested copies of concerned certificates from SSC onwards. In absence of the attested copies of Mark Sheets, Certificates, etc., the said application will not be considered.
3. The last date for receipt of application is fixed as 27-11-2019 till 5.00 p.m.
4. Applicant must produce original testimonials, certificates and other documents at the time of interview, if called.
5. A processing fee of for Rs.500/- by way of Demand Draft (SC/ST/BC/PWD Rs.250/-) drawn in favour of “**Registrar Andhra University**, **Visakhapatnam**” payable at Visakhapatnam.
6. If any additional information is to be given, the information in separate sheet should be attached.
7. The candidate must possess the required qualifications at the time of last date fixed for receipt of applications by post in the notification by the University.
8. Candidates, if called for interview, will have to attend at their own expenses.
9. The University reserves its right to fill up or not to fill up the said post of Special Officer, CTU AP, Vizianagaram.
10. Appointed candidate may be assigned other academic or administrative responsibilities in addition to this post.
11. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after the issuance of appointment letter, the institution reserves the right to modify/withdraw/cancel any communication made to the candidate.
12. The selected candidate shall execute contract agreement with the University on Rs.100/- Non-Judicial Stamp Paper. This appointment is purely temporary for a period of one year under a contract and the tenure shall be at the sole discretion of the Institutions and as per the requirements of the CTU and shall be under strict review at all times. The institution can discontinue the contract at any point of the time for any reason whatsoever with a notice period as set in the contract. It may be noted that the selected candidate shall under no circumstances and at any point of time be considered as a permanent employee of the CTU.
13. All the details in the Notification are subject to correction with any modification or alternation required.

Sd/-

VISAKHAPATNAM **(V.KRISHNA MOHAN)**

DATE:20-11-2019 **REGISTRAR**