



**Gautam Buddha University**  
**Gautam Budh Nagar -201312 (U.P.)**

(Established by the Uttar Pradesh Gautam Buddha University Act, 2002  
UP Act No. 9 of 2002, passed by the Uttar Pradesh Legislature)

**ADVERTISEMENT No.: GBU/2024/02 Dated 13<sup>th</sup> March 2024**

**Direct, Deputation, Retired official Recruitment**  
**of Non Teaching Positions**

Gautam Buddha University invites applications to fill up the following posts for direct, Deputation, Retired official as per followings:

**A. Direct Recruitment:**

S.No	Name of the post	No. of Post	Pay level	Particular	Eligibility
1.	Account Officer	01(UR)	Level-10	Direct Recruitment	A Good academic record with Master Degree in Commerce/Economics/ Mathematics with at least 55% Marks or equivalent from a recognized University/ Institution. <b>Desirable:</b> with 03 years working experience of Accounts/Cashier in a University/ Research establishment/ other institution of Higher education in the scale of PB -2 GP 4600/-. <b>and</b> Knowledge of working in computerized environment. Mode of recruitment: Written Exam / Interview. Age Limit: 40 Years (no age bar for Gautam Buddha University candidates)

**B. On Deputation Basis:**

S.No	Name of the post	No. of Post	Pay level	Particular	Eligibility
1.	Director Works	01 (UR)	Level-12	On Deputation	Graduate in Engineering with at least 60% marks or its equivalent from a recognized University/AICTE. AND 08 years of experience as Assistant Engineer in a University OR In PWD/CPWD etc. or research establishment or other Institutions of higher education Desirable: knowledge of working in computerized environment. <b>OR</b> Officers holding analogous post or Assistant Engineer with 8 years experience, in the CPWD/ State Government PWD services or similar

					organized services/ Semi Government/ PSU/ Statutory or Autonomous Organization/ University System. Age Limit: The maximum age limit shall not exceed 55 years on the last date as per the advertisement.
2.	Assistant Registrar-Group-A	01(UR)	Level-11	On Deputation	Officials working in the relevant field in Central/State government/Central/ State University/Government R&D Institutions: AND Holding analogous post on regular basis OR Minimum 03 years regular service in the level-10 of 7 <sup>th</sup> pay commission. Age Limit: The maximum age limit shall not exceed 55 years on the last date as per the advertisement.
3.	Assistant Registrar-Group-B	01(UR)	Level-10	On Deputation	Officials working in the relevant field in Central/State government/Central/ State University/Government R&D Institutions: AND Holding analogous post on regular basis OR Minimum 03 years regular service in the level-08 of 7 <sup>th</sup> pay commission. Age Limit: The maximum age limit shall not exceed 55 years on the last date as per the advertisement.

**C. On Deputation Basis OR Retired officers:**

S.No	Name of the post	No. of Post	Consolidated Salary for Retired Persons	Eligibility for Retired persons	Eligibility for Deputation
1.	Assistant Engineer (Civil)	01	Rs. 42000/- (Per month)	Candidate retired from equivalent post from state or Central Government services Upper age limit: 65 years	Officers holding analogous post or Junior Engineer with 03 years experience, in the CPWD/ State Government PWD services or similar organized services/ Semi Government/ PSU/ Statutory or Autonomous Organization/ University System. Age Limit: The maximum age limit shall not exceed 55 years on the last date as per the advertisement.
2.	Junior Engineer (Electrical)	01	Rs. 32000/- (Per month)	Candidate retired from	Officers holding analogous post OR Diploma/Degree in Engineering

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			month)	equivalent post from state or Central Government services Upper age limit: 65 years	with at least 55% marks or equivalent from a recognized University/Institution, 03 years of relevant working experience in an established organization in case of diploma holders. Age Limit: The maximum age limit shall not exceed 55 years on the last date as per the advertisement.
3.	Horticulture Inspector	01	Rs. 32000/- (Per month)	Candidate retired from equivalent post from state or Central Government services Upper age limit: 65 years	Officers holding analogous post OR Graduation in Plant Science/Horticulture/Agriculture with at least 50% marks or equivalent from a recognized University/Institute. 03 years of relevant working experience in an established organization. Age Limit: The maximum age limit shall not exceed 55 years on the last date as per the advertisement.
	Fire-Cum-Security Officer	01	Rs. 42000/- (Per month)	Candidate retired from equivalent post from state or Central Government services Upper age limit: 65 years	Officers holding analogous post OR 1. Master degree or an equivalent qualification from a recognized University/Institution. 2. At least 15 years experience in Police/Para-Military Forces/Armed Forces not below the rank of Sub-Inspector (Exe)/Subedar or an equivalent position with Exemplary service. 3. Holding a Valid Driving License to ride Jeep/ Motor Cycle. Age Limit: The maximum age limit shall not exceed 55 years on the last date as per the advertisement.

**General instructions:**

- (i) It is mandatory to attach the **No Objection Certificate** with application form issued from their respective employer.
- (ii) Salary and allowances will be determined as per the policy of Gautam Buddha University.
- (iii) Merely fulfilling the minimum qualifications does not mean that the candidate will be called for interview.
- (iv) The candidate has to submit an undertaking while applying that he/she is not occupied with any other assignment elsewhere.
- (v) Eligible and desirous candidates may send application (on prescribed format) along with all relevant documents for one or more post(s) through speed post/Registered Post to "The Registrar, Gautam Buddha University, Greater Noida, Gautam Buddha Nagar 201312 U.P." latest by 15 April 2024 till 5.00 pm. Application receipt after 5.00 pm shall not be

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- considered.
- (vi) The applicant must super scribed Advertisement No and Post applied for on the Envelope containing application form:
  - (vii) Candidates have to make sure that they are fully eligible for the particular post for which they are applying for, and the original certificates/documents in support of the information furnished in the application form are to be verified at the time of interview.
  - (viii) Candidates are advised to write the information carefully in the application form. The candidate(s) shall be solely responsible for the information filled in the application form. No change/deviation, whatsoever, will be entertained.
  - (ix) Retired officers will have to submit a copy of their superannuation order with application form.
  - (x) Retired officers shall be appointed only maximum for two years tenure on contractual basis. After one year, tenure may be extended for one more year after reviewing performance of first year services or up-to the upper age limit i.e. 65 years whichever is earlier.
  - (xi) Retired officers have to submit the Medical fitness certificate issued by C.M.O./ Dy. C.M.O. of Government Hospital.
  - (xii) Retired officers have to submit an undertaking declaring that no major/ minor penalties have been imposed on him and no inquiry is pending against him.
  - (xiii) The University reserves the right to place a reasonable limit on the total number of candidates to be called for selection process based on higher parameters over and above the essential qualifications. Fulfillment of qualifications per-se-does not entitle candidates to be called for selection process.
  - (xiv) Call letter to the short-listed candidates and any further information will be sent through email only. No other mode of communication will be adopted, so before sending the application form, Candidates are required to have at least one working email and the same must be mentioned in the application form. This email I.D. will be used during the entire selection process for communication.
  - (xv) Any modification/correction/addition/corrigendum, etc., if any, related to the Advertisement and or related to the recruitment process will be uploaded in the **University website only**. No other means of communication will be used for the same. Therefore, the candidates are advised to visit the University website periodically for updates, if any.
  - (xvi) Those candidates who have already applied earlier against the Advt. No. GBU/2023-04 dated 05.11.2023 for the post of Account Officer, Assistant Registrar Group A and B (on deputation) are not applied again.
  - (xvii) No TA/DA will be paid for appearing interview/ written/skill tests.
    - (a) University will not be responsible for any technical delay.
    - (b) Interim correspondence/enquiries shall not be entertained or replied to.
    - (c) Any attempt to influence the recruitment process whatsoever will lead to disqualification of candidate.
  - (xii) In case of any dispute/ambiguity and interpretation in this regards, the decision of the Vice-chancellor, Gautam Buddha University shall be final.

Interested persons may send their applications in the prescribed format to: "The Registrar, Gautam Buddha University, Greater Noida, Gautam Budh Nagar U.P. 201312" latest by 15 April, 2024 till 05.00 P.M

**Registrar**

