

Important instructions
Submission of online application form Advt. No. 2/2022

1. The prescribed application form is available on the University website to apply online. The fee of Rs. 800 (Rs. 400/- for Female and EWS of Haryana and Rs. 200/-SC/BC/ESM/PwD candidates) may be deposited either through Net Banking or Debit Card/Credit Card & separately for each post. The Net Banking/Debit Card/Credit Card transaction charges will be extra as applicable. If the candidate applies for more than one post, he/she is required to deposit the fee separately for each post and apply separate application form.
2. The online application forms are available on the University website w.e.f. **19.12.2022** upto **10.01.2023**.
3. Last date for payment of fee through Net-Banking or Debit/Credit Card is **10.01.2023**.
4. If the candidates claims marks for Socio-Economic criteria, self-declaration Undertaking (**Annexure-I**) will be uploaded along with other documents.
5. Concession in application fee is applicable to the candidates of Haryana only.
6. The University reserves the right not to fill any of the post(s) advertised without assigning any reason.
7. The University reserves the right to increase or decrease number of post(s).
8. Reservation of posts will be for Haryana Residents only and as per the reservation policy of State Govt.
9. The Name of post, pay scale, no. of post & Qualifications are available at link.
10. The selection criteria for non-teaching posts are available at link.
11. The degrees obtained by the candidates through Distance Education Mode/ Correspondence Mode must be approved by AICTE-UGC-DEC (now DEB) Proof of the same be enclosed.
12. Guidelines for uploading photographs, signatures & documents: -
 - Candidates need to upload Scanned/Digital image (JPG/JPEG format) of all colored documents including passport size photograph, signature, postcard photograph (**4'X6'**), qualifications, experience, category and Socio Economic etc.
 - Candidates need to upload photographs (passport & postcard size) clearly showing face, both ears and both shoulders of the candidate.
 - Name with latest date should be mentioned at the bottom part of the photographs (passport & postcard size).
 - Candidate must upload the scanned photographs (passport & postcard size) in online application form same as to be pasted on the Admit Card for examination purpose.
 - Candidate must upload the Scanned/Digital image of signature duly signed by himself/herself on a white paper with a black pen.

Document	Size	Dimension
Passport size photograph	75 kb or less	Height (140px – 170px) Width (102px – 132 px)
Signature	50kb or less	Height (40px – 80px) Width (120px – 210 px)
Postcard Size Photograph	300kb or less	Height (550px – 600px) Width (350px – 400 px)
All Other Document	300kb or less	Height (750px – 800px) Width (550px – 600 px)

13. The candidates are advised to carefully check all the details before final fee deposit of the application form. After fee confirmation, application form details cannot be changed or edited.
14. Candidate are advised to be in touch with “NEWS/EVENTS” on the GJUS&T website. Other information will also be supplied on candidate’s Registered Mobile Number (RMN).

15. After registration, an automatic generated User ID will be shown on the website; you are advised to keep User ID/ Reference No. and password secretly for your own use only and not to be disclosed this to any other person(s). **In the event of sharing of password, candidate shall be solely responsible for the change of registration/ application details** etc. In the event of forgetting of password, the same can be retrieved by the candidate on replying the queries by the system on the link **Forgot Password** available on the GJUS&T website.
16. Out of two posts in both Clerk & Peon under PwD category, 1st post will go to the person belonging to Blindness and Low Vision and 2nd post will go to Deaf and Hard Hearing, respectively.
17. Posts advertised vide advt. No. 02/2019 be treated as cancelled. Candidate who have already applied against these advertisements are required to apply a fresh.
18. Age limit: 18 to 50 years.

(Annexure-I)

SELF DECLARATION/UNDERTAKING

I _____ Son/Daughter of _____ aged _____ Years R/o _____ District _____ have applied for the post of _____ in Guru Jambheshwar University of Science & Technology, Hisar against Advt. No. 2/2022 do hereby submit the following information for claiming marks under the socio-economic criteria namely:-
That my Adadhar no/PAN Card. No./Voter ID (if any) is _____

(Yes/No)

1.	That my father, mother, spouse, brothers, sons and daughters is/was/or were regular employee in any Department/ Board/ Corporation/ Company/Statutory Body/ Commission/Authority of Government of Haryana or any State Government or Government of India	
2.	I am widow (if yes, attach relevant documents)	
3.	I am Orphan and the first or the second child and my father had died before attaining the age of 42 years OR attaining of my age of 15 year. (if yes, attach relevant certificate duly issued by competent authority.)	
4.	I belong to denotified tribe (Vimukt Jaties and Tapriwas) or Nomadic tribe of Haryana which is neither a Scheduled Caste nor a Backward Class (if yes, attach relevant certificate duly issued by competent authority)	
5.	That I fully understand that the marks are given on the basis of information supplied by me and if at any stage it is found that the information has been provide wrongly then not only my service can be terminated on the ground of supply of wrong information even if without theses marks also my name would have figure within the selection list/recommendation list. I also understand that criminal action can be taken against me for providing wrong/false information.	
6.	That the deponent shall not take advantage of the certificate(s) issued by the competent Authority if in the meantime any other eligible person in any family obtains the benefits thereof in the recruitment.	

Place _____

Deponent

Date _____

VERIFICATION

Verified that the contents of all the above paras are true to my knowledge and belief and nothing has been concealed therein.

Deponent

Place _____

Date _____