

Jagat Guru Nanak Dev Punjab State Open
University, Patiala
(Established by the State Legislature Act No.19 of
2019)

Advertisement No. 12/2023

Online applications are invited from eligible candidates for various Teaching/Non-teaching posts in the Jagat Guru Nanak Dev Punjab State Open University, Patiala as per details given below. Candidates are required to deposit the prescribed application fee (**non-refundable**) through Online Mode Only. **Application fee (including GST) will be Rs.1180/- for General Category and Rs. 590/- for SC/ST & PWD candidates and the Application fee for the post of clerk (including GST) will be Rs.590/-for General Category and Rs.295/- for SC/ST & PWD candidates.** The SC/ST and PWD candidates who are not domiciled in the State of Punjab shall have to pay the application fee as applicable to General Category. The Candidates belonging to the reserved category must upload their Punjab Domicile Certificate/Punjab Residence Certificate issued by the Competent Authority. The application submitted through online mode **ONLY** shall be accepted and submission of its Hard Copy (as per the schedule given below) is also mandatory. *It is advised to the candidate to fill all the mandatory columns/fields given in online application form, especially relating to Academic/Research Scores.*

IMPORTANT DATES:

Opening date for on-line Registration of applications	:	04-03-2023
Last date for on-line Registration/ Submission of application.	:	24-03-2023
Last date for submitting the hard copy/print out of online application along with supporting documents to the Registrar, Jagat Guru Nanak Dev Punjab State Open University, Patiala (Punjab) upto 5:00 pm.	:	31-03-2023

DETAILS OF TEACHING POSTS:

Sr. No.	Name of the Post(s) (numbers)	Nature of appointment	No. of Post (s)
1	Professor-Chair Academic Level 14 with Entry Pay of Rs.1,44,200/- (Notifications No.HED-EDU 10MISC/121/2022-5EDU, dated 28 th September, 2022 of Govt. of Punjab)	Contractual for 5 years or till the receipt of grant from the State Govt., whichever is earlier	01
2	Clerk (Bhagwan Shri Parshuram Chair) Pay Level-3 (20,200-64,000 with entry pay of Rs. 20,200)		01
3	Personal Assistant Pay Level-15 (48200-152400 with entry pay of Rs. 48200/-)	Regular/deputation	02 [1 (Gen), 1 (SC)]

Note:

- (i) Salary of in-service government employee will be protected.
- (ii) Person may be appointed on deputation basis from State/Central Government Institutions/Universities.

QUALIFICATION

1. Professor-Chair, Bhagwan Shri Parshuram Chair

A.

- i) An eminent scholar having a Ph.D. degree in the concerned/allied/relevant discipline**, and published work of high quality, actively engaged in research with evidence of published work with, a minimum of 10 research publications in the peer-reviewed or UGC-listed journals and a total research score of 120 as per the criteria given in **Appendix II, Table 2 as per UGC Regulations 2018***.**
- ii) A minimum of ten years of teaching experience in university/college as Assistant Professor/Associate Professor/Professor, and / or research experience at equivalent level at the University/National Level Institutions with evidence of having successfully guided doctoral candidate.

OR

- B.** An outstanding professional, having a Ph.D. degree in the relevant/allied/applied discipline**, from any academic institutions (not included in A above)/industry, who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, supported by documentary evidence provided he/she has ten years experience.

Note: ()** Ancient History/Languages/Religious Studies.

(*)** For calculating the Academic/Research Score, kindly refer to the attached **Annexure-I.**

2. Clerk

- (i) Should have Bachelor's Degree from a recognized University or Institution; and Possesses at least one hundred and twenty hours course with hands on experience in the use of Personal Computer or Information Technology in Office Productivity applications or Desktop Publishing applications from a Government recognized institution or a reputed institution, which is ISO 9001 certified.

OR

- (ii) Possesses a Computer Information Technology course equivalent to 'O' Level certificate of Department of Electronics Accreditation of Computer Course (DOEACC) of Government of India. and
- (iii) Should Qualify a test in Punjabi (In Unicode Compliant Font Raavi) and Hindi (In Standard Font Mangal) typing at a speed of 30 Wpm (300 words in 10 minutes).
- (iv) Punjabi passed upto Matric Standard or its equivalent Standard is essential.

3. Personal Assistant

- (i) Graduate in any discipline from a recognized University.
- (ii) Experience of five years as Stenographer/Personal Assistant in any Central/State organization/University/Institute funded by the Govt./PSU and presently, working in Pay Scale of Rs.10300-34800/- with GP Rs.3800/- or above (unrevised) as Stenographer/PA in the said organizations.
- (iii) English and Punjabi Typing speed at least 40 wpm (Punjabi typing in Unicode Font Raavi)
- (iv) Stenography speed of at least 100 wpm in Punjabi/English.
- (v) Good Working knowledge of computer applications.
- (vi) Good communication skills in English and Punjabi along with good drafting skills.
- (vii) Punjabi passed upto Matric Standard or its equivalent Standard is essential.

Note:

1. Candidates are required to apply in the online mode only through Jagat Guru Nanak Dev Punjab State Open University, Patiala website www.psou.ac.in and send the duly filed downloaded application form along with all required documents/testimonials by hand /registered post/speed post at university address. No other means / mode of application (through email, fax, deposit of CV etc.) will be accepted.
2. Applicants are required to take FIVE printouts of the duly filed Online Application Form. Affix the same passport size photograph (which was uploaded with the online form) on it and send to 'THE REGISTRAR, JAGAT GURU NANAK DEV PUNJAB STATE OPEN UNIVERSITY, C-28, THE LOWER MALL, PATIALA- 147001, PUNJAB along with self-attested copies of all the certificates of Educational/ Professional Qualifications (Degrees and DMC'S and with conversion formula of CGPA/SGPA), experience certificate, and reserve category certificate (Reservation certificate issued by the competent authority as a proof of claiming the reserve category as made in the online application form) etc. The applicants are advised to keep a copy of the same with them.

GENERAL INSTRUCTIONS (for all applicants):

1. A copy of circular containing detailed instructions, qualifications, etc. for the posts, is available only at <http://www.psou.ac.in>. The qualification for the post of Professor is as per **UGC Regulations 2018**.
2. **IMPORTANT:** For filling/calculating the Academic/Research Score, the applicants must refer **to the attached Annexure-I** (i.e. methodology for calculation of Academic/Research Score for the posts of Professor as per UGC Regulations 2018). No modification will be allowed subsequently.
3. Candidates must have a valid Email- ID of his/her own, which should be active throughout the recruitment process. Candidates should keep checking the Inbox or even the Spam box of his/her Email ID regularly during the recruitment process as the University may send any important intimations on the University Website and/or through Email. Candidates should also check the University website regarding any updates during the recruitment process.
4. Jagat Guru Nanak Dev Punjab State Open University, Patiala will not be responsible for any loss of Email sent, due to invalid/wrong Email Id provided by the candidates or for delay/non-receipt of information if a candidate fails to access his/her email/website in time. Candidates are requested in their own interest to remain in touch with the University website www.psou.ac.in.
5. The candidates should ensure submission of hard copy of online submitted form within stipulated date and time.
6. Documents uploaded along with the application form will be considered for evaluation.
7. Please keep the following details ready with you before clicking on the registration button for starting your online application:-
 - a. Personal details including Date of Birth and Nationality
 - b. Mobile Number
 - c. Valid Email ID
 - d. Reservation Category Details

- e. Percentage of your Educational Qualification starting from Matriculation examinations onwards.
- f. Soft Copies of scanned Photograph and Signatures.
(Please calculate percentage from CGPA/SGPA in advance).
8. Application fee once paid shall neither be refunded under any circumstances nor shall it be held reserve for any other recruitment or selection process in future.
9. As per Personnel Department, Punjab Government notification titled as The Punjab Civil Services (General and Common Conditions of Service) Rule, 2022 No. G.S.R.72/Const/Art.309/Amd.(22)/2022 dated 28/10/2022, a written qualifying test of Punjabi language for the post of Clerk will be conducted.
10. Age criteria/relaxation thereof will be as per Punjab Government Instructions.
11. Before applying for the post, candidates are advised to satisfy themselves about their eligibility.
12. Persons already in service must forward their application through proper channel. All such candidates will be given standard joining time i.e. one month from the issuance of offer letter.
13. Incomplete applications not duly substantiated with supporting documents in any respect or hard copy of application received after the due date will not be entertained.
14. University reserves the right to fill or not to fill up the posts and to call only suitable number of candidates for interview/counseling.
15. Mere applying and satisfying the essential/minimum qualification required for a post does not entitle the candidate any right of appointment.
16. Candidates should take care to furnish the correct details while filling in the online application. Any mistake committed by the candidates shall be his/her sole responsibility.
17. The University shall verify the antecedents/documents submitted by the candidates at the time of appointment or any time during the tenure of the service. In case, it is detected that the documents submitted are fake or the candidate has a clandestine background and has suppressed the said information, his/her services shall be terminated forthwith.
18. Any dispute with regard to the selection/recruitment process will be subject to the courts/tribunals having Jurisdiction of Patiala.
19. For any enquiry including technical assistance regarding online application form, please contact through E-mail at jobshelp@psou.ac.in.

Sd./-
Registrar

JAGAT GURU NANAK DEV PUNJAB STATE OPEN UNIVERSITY, PATIALA

Methodology for calculating Academic/ Research Score for the posts of Professor and Associate Professor (as per

Appendix II, Table 2, UGC Regulations 2018)

(Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.,)

S.N.	Academic/Research Activity	Faculty of Languages / Humanities /Arts / Social Sciences / Library /Education/ Physical Education / Commerce /Management & other related disciplines
1.	Research Papers in Peer-Reviewed or UGC listed Journals	10 per paper
2.	Publications (other than Research papers)	
	(a) Books authored which are published by ;	
	International publishers	12
	National Publishers	10
	Chapter in Edited Book	05
	Editor of Book by International Publisher	10
	Editor of Book by National Publisher	08
	(b) Translation works in Indian and Foreign Languages by qualified faculties	
	Chapter or Research paper	03
	Book	08
3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula	
	(a) Development of Innovative pedagogy	05
	(b) Design of new curricula and courses	02 per curricula/course
	(c) MOOCs	
	Development of complete MOOCs in 4 quadrants (4 credit course)(In case of MOOCs of lesser credits 05 marks/credit)	20
	MOOCs (developed in 4 quadrant) per module/lecture	05
	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)	02
	Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 02 marks/credit)	08
	(d) E-Content	
	Development of e-Content complete course/e- in 4 quadrants for a book	12
	e-Content (developed in 4 quadrants) per module	05
	Contribution to development of e-content module incomplete course/paper/e-book (at least one quadrant)	02
	Editor of e-content for complete course/ paper /e-book	10

4	(a) Research guidance		
	Ph.D.	10 per degree awarded 05 per thesis submitted	10 per degree awarded 05 per thesis submitted
	M.Phil./P.G dissertation	02 per degree awarded	02 per degree awarded
	(b) Research Projects Completed		
	More than 10 lakhs	10	10
	Less than 10 lakhs	05	05
	(c) Research Projects Ongoing :		
	More than 10 lakhs	05	05
	Less than 10 lakhs	02	02
	(d) Consultancy	03	03
5	(a) Patents		
	International	10	10
	National	07	07
	(b) *Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)		
	International	10	10
	National	07	07
	State	04	04
	(c) Awards/Fellowship		
	International	07	07
	National	05	05
6.	*Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)		
	International (Abroad)	07	07
	International (within country)	05	05
	National	03	03
	State/University	02	02

The Research score for research papers would be augmented as follows :

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list) :

- | | | | |
|------|--|---|-----------|
| i) | Paper in refereed journals without impact factor | - | 5 Points |
| ii) | Paper with impact factor less than 1 | - | 10 Points |
| iii) | Paper with impact factor between 1 and 2 | - | 15 Points |
| iv) | Paper with impact factor between 2 and 5 | - | 20 Points |
| v) | Paper with impact factor between 5 and 10 | - | 25 Points |
| vi) | Paper with impact factor >10 | - | 30 Points |

(a) Two authors: 70% of total value of publication for each author.

(b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each.

Note:

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six categories.

Jagat Guru Nanak Dev Punjab State Open University, Patiala

Shortlisting/Selection Criteria for the Post of Professor

Academic Background 20%		Research Score 40%	Assessment of Domain Knowledge & Teaching Skills 20%		Interview 20%	Total weight-ages 100
Bachelor's Degree (% age of marks obtained in Bachelor's degree multiplied by 0.05 i.e. out of 5)	Master's Degree (% age of mark obtained in Master's degree multiplied by 0.15 i.e. out of 15)	#Research Score (Subject to a maximum of 40marks)	*Teaching Experience (PG/UG Classes) Post - doctoral fellowship/ Post-doctoral project from a public funding agency	Assessment of Domain Knowledge & Teaching Skills including Presentation directly relevant to the subject appearing for the interview		
5	15	40	5	15 ^b	20	100

#Research Score Calculation	
Professor	If T is the total Research Score marks are $= 20 + \frac{T - 120}{6}$ (Subject to a maximum of 40 marks)

*Number of Years/ Months for direct recruitment to the post of Professor	Marks
10 years	0
More than 10 Years but less than or equal to 10 Years & 6 months	0.5
More than 10 years & 6 months but less than or equal to 11 Years	1
More than 11 Years but less than or equal to 11 Years & 6 months	1.5
More than 11 Years & 6 months but less than or equal to 12 Years	2
More than 12 Years but less than or equal to 12 Years & 6 months	2.5
More than 12 years & 6 months but less than or equal to 13 Years	3
More than 13 Years but less than or equal to 13 Years & 6 months	3.5
More than 13 Years & 6 months but less than or equal to 14 Years	4
More than 14 Years but less than or equal to 14 Years & 6 months	4.5
Experience more than 14 Years & 6 months	5

NOTE:

1. Candidates will be shortlisted on the basis of 65 marks as stated above and the top six (06) candidates will be called for a personal interview.
2. All the candidates are required to fill out the scorecard available in the online application form.
3. (\$) These marks will be awarded at the time of interview.

For updated regulations

candidate can visit the university website www.psou.ac.in or visit UGC website <https://www.ugc.ac.in/pdfnews/4033931> UGC-Regulation min Qualification Jul2018.pdf

