

**DEFENCE INSTITUTE OF ADVANCED TECHNOLOGY**  
**(DEEMED UNIVERSITY, GIRINAGAR, PUNE-411025)**

**(ISO 9001 Certified Institute)**

**(An Autonomous Organisation fully funded by Department of  
Defence Research & Development, Ministry of Defence)**

**(Telephone No. (020) 24389550/24304035/24304037)**

**[www.diat.ac.in](http://www.diat.ac.in)**

**Advertisement No. 01/2010 (NTS-DIAT (DU))**

1. The Defence Institute of Advanced Technology (DIAT) Deemed University (DU) is a premier educational institution significantly contributing in the sphere of Human Resources Development for the Defence Forces by way of imparting education and training on Defence Technology to the officers of Armed forces, Scientists of the DRDO, Technical officers of the Ordnance Factory Board, Directorate of Quality Assurance, Public Sector Undertakings and friendly foreign countries. DIAT (DU) is an ISO 9001:2000 certified Institute.

2. The Institute is located in a picturesque environment on the banks of Khadakwasla lake surrounded by Sahyadri hills. The DIAT is well served by the Pune Municipal Transport buses. The Institute is located 22 kms from Pune Railway Station and 30 kms from Pune Airport (Lohegaon).

Contd...2/-

3. DIAT (DU) invites applications from the eligible candidates for the following Non-Teaching posts to be filled by direct recruitment/deputation :-

| Srl. No. | Post for Direct Recruitment/ Deputation | Pay Band (Rs.) | Grade Pay (Rs.) | No. of Posts (subject to change) | Reservation Position/Status |
|----------|---|----------------|-----------------|----------------------------------|-----------------------------|
| 1        | REGISTRAR                               | 37400-67000    | 10000           | 1                                | 01 UR                       |
| 2        | CONTROLLER OF EXAMINATIONS              | 37400-67000    | 10000           | 1                                | 01 UR                       |
| 3        | LIBRARIAN                               | 37400-67000    | 10000           | 1                                | 01 UR                       |
| 4        | DEPUTY REGISTRAR                        | 15600-39100    | 7600            | 2                                | Nil                         |
| 5        | ASSISTANT REGISTRAR                     | 15600-39100    | 5400            | 3                                | Nil                         |

**(Note : The above pay carries Dearness Allowances & other allowances as per Central Govt pattern. Residential accommodation is available subject to availability & seniority as per waiting list)**

Contd...3/-

4. The minimum educational qualifications (i.e. essential & preferential qualifications), experience, maximum age limit etc for the above Non-Teaching posts to be filled by direct recruitment/deputation are as under :-

| Srl No. | Post for Direct Recruitment/ Deputation as specified               | Minimum Educational Qualifications (i.e. Essential & Preferential), Experience etc   | Age Limit not more than - for Direct Recruitment/ Deputation |
|---------|--|--|--|
| 1.      | <b>REGISTRAR (Direct Recruitment/ Deputation)</b>                  | <p><b>Essential Qualification :</b><br/>Master's Degree with at least 55 % of the marks or its equivalent grade of B in UGC seven-point scale. At least 15 years of experience as Assistant Professor (Sr. Scale)/ Assistant Professor with 8 years in Associate Professor's grade along with experience in Higher Education Administration <b>OR</b> Comparable experience in research establishment and/or other institutions of higher education <b>OR</b> 15 years of administrative experience of which 8 years as Deputy Registrar or an equivalent post carrying analogous scale.</p> <p><b>Preferential Qualifications :</b><br/>Ph. D./M. Phil./Degree in Law obtained after graduation/MBA in HR or Systems/MCM, MCS, MCA/M. Ed./MPM or equivalent (Awarded by University recognized by UGC or AICTE)</p>  | 55 years   |
| 2.      | <b>CONTROLLER OF EXAMINATIONS (Direct Recruitment/ Deputation)</b> | <p><b>Essential Qualification :</b><br/>Master's Degree with at least 55 % of the marks or its equivalent grade of B in UGC seven point scale. At least 15 years of experience as Assistant Professor (Sr. Scale)/Assistant Professor with 8 years in Associate Professor's grade along with experience in Higher Education Administration <b>OR</b> Comparable experience in research establishment and /or other institutions of higher education <b>OR</b> 15 years of administrative experience of which 8 years as Deputy Registrar or an equivalent post.</p> <p><b>Preferential Qualifications :</b><br/>Ph. D./M. Phil./Degree in Law obtained after graduation/MBA in HR or Systems/MCM, MCS, MCA/M. Ed./MPM or equivalent (Awarded by University recognized by UGC or AICTE). Adequate experience in the pre-conduct and post-conduct of University examinations or other comparable examinations.</p> | 55 years   |
| 3.      | <b>LIBRARIAN (Direct Recruitment/ Deputation)</b>                  | <p><b>Essential Qualification :</b><br/>Master's Degree in Library Science/Information Science Documentation with at least 55% of the marks or its equivalent grade of B in UGC seven-point scale and consistently good academic record. At least thirteen years of experience as Deputy Librarian in University Library or eighteen years experience as a College Librarian. Evidence of innovative Library service and organization of published work.</p> <p><b>Preferential Qualifications :</b><br/>M. Phil./Ph. D Degree in Library Science/Information Science/ Documentation/ Archives and manuscript keeping.</p>   | 55 years   |

| Srl No. | Post for Direct Recruitment/ Deputation as specified                | Minimum Educational Qualifications (i.e. Essential & Preferential), Experience etc   | Age Limit not more than - for Direct Recruitment/ Deputation |
|---------|---|--|--|
| 4.      | <b>DEPUTY REGISTRAR<br/>(Direct Recruitment/<br/>Deputation)</b>    | <p><b><u>Essential Qualification</u></b> :<br/>Master's Degree with at least 55 % of the marks or its equivalent grade of B in UGC seven-point scale. Five years of experience as Assistant Professor in a College or a University with experience in educational administration <b>OR</b> Comparable experience in research establishment and/or other institutions of higher education <b>OR</b> 5 years of administrative experience as Assistant Registrar or on an equivalent post carrying analogous scale.</p> <p><b><u>Preferential Qualifications</u></b> :<br/>M. Phil./Degree in Law obtained after graduation/MBA in HR or Systems/MCM, MCS, MCA/M.Ed./MPM or equivalent (Awarded by University recognized by UGC or AICTE) or SAS or equivalent exam of organised Accounts Service of Central Govt or State Govt.</p> | <b>55 years</b>  |
| 5.      | <b>ASSISTANT REGISTRAR<br/>(Direct Recruitment/<br/>Deputation)</b> | <p><b><u>Essential Qualification</u></b> :<br/>A good academic record plus Master's Degree with at least 55 % of the marks or its equivalent grade of B in UGC seven-point scale ; and 5 years of experience of administration/Accounts as Superintendent as in an equivalent post in Government Department/University/Education or Research Institution in analogous scale carrying grade pay.</p> <p><b><u>Preferential Qualifications</u></b> :<br/>M. Phil./Degree in Law obtained after graduation/MBA in HR or Finance or Systems/MCM, MCS, MCA/M.Ed./MPM or equivalent (Awarded by University recognized by UGC or AICTE). SAS or equivalent exam of organised Accounts Service of Central Govt or State Govt.</p>  | <b>55 years</b>  |

Contd..5/-

5. Probation : The period of probation for all the posts (except the posts at Srl No. 4 & 5 i.e. Deputy Registrar & Assistant Registrar being filled by Deputation only for which the clause of 'Probation' will not be applicable) is **01 year only**. The term of Deputation will not be more than 05 years and will be reviewed after 03 years.
6. Age as prescribed shall be as on the 'closing date for receiving the applications' (i.e. **30 March 2010**).
7. Age relaxation wherever required will be admissible to the candidates belonging SC/ST/OBC (Non-Creamy Layer only)/Physically Challenged/Ex-Servicemen/other Categories as per Govt of India rules/orders on the subject.
8. Candidates already employed should submit their applications through proper channel. Those who send advance copies of applications will be considered only if they produce a "No Objection Certificate" from their employer. Those who apply for appointment on deputation terms should submit the applications along with vigilance/integrity certificates and attested copies of their confidential reports for the preceding five years.
9. Both ways Second Class Train fare is payable to outstation unemployed candidates belonging to SC/ ST category invited for the Interview.
10. Since the applications may be short-listed, mere possessing of the prescribed qualifications and requisite experience would not entitle a person to be called for test/interview.
11. The number of vacancies is subject to change and DIAT (DU) reserves the right in this matter.
12. Reservation for OBCs shall not apply to certain persons/sections as mentioned in Govt of India, Deptt of personnel & Training OM No. 36012/22/93-Estt. SCT dated 08-09-2003 as amended from time to time. Reservation for OBC is applicable only to those mentioned in the Central List of OBCs recorded in OM No. 12011/68/93-BCC(C) dated 10-09-1993 as amended from time to time.
13. DIAT (DU) reserves the right to : (a) conduct written tests for such posts wherever it feels necessary and (b) not to fill up or any of the advertised positions.
14. Canvassing in any form will be a disqualification. ***Postal delay shall not be entertained.***
15. Applications are required to be submitted on the prescribed format only (given at **Appendix 'A'** to this Advt.) which can be downloaded from DIAT (DU) Website [www.diat.ac.in](http://www.diat.ac.in). The applications processing fee would be Rs. 200/- for General/OBC (Creamy Layer) candidates and Rs. 150/- for OBC candidates (Non-Creamy Layer only). SC/ST candidates are exempted from payment of application processing fee. The application processing fee is required to be submitted by Demand Draft drawn in favour of "The Vice Chancellor, DIAT (DU), Girinagar, Pune-411025" and payable at SBI, IAT Girinagar branch, Pune only. ***Application Form should be filled-in in own handwriting. Xerox copies of the Applications shall not be entertained. All belated, incomplete Applications which are not in prescribed form will be rejected and no intimation in this regard will be sent to the candidates.*** Applications received without the prescribed fee will be summarily rejected.
16. Separate applications for each post alongwith all the documents as mentioned in the prescribed application form, addressed to "The Vice Chancellor, DIAT (DU), Girinagar, Pune-411025 with the post applied for clearly superscribed on the envelope, may be sent by Registered Post/Speed Post only.
17. The last date for receiving the applications is **30 March 2010**. Applications received after the due date are liable to be summarily rejected.

