



DR. B.R. AMBEDKAR NATIONAL LAW UNIVERSITY, SONEPAT
(Established under Haryana State Legislature Act No. 15 of 2012)

Advertisement No. 05/2022

Interview for engagement of following positions on deputation basis in the University is scheduled to be held on **11.07.2022** at **11:00 A.M.** as per details given below:

Sr.No.	Name of the Post	No. of Posts
1.	Steno	01
2.	Peon	01

The above posts are to be filled on deputation basis initially for a period of one year. On the basis of satisfactory services of the individual the deputation period may be extended on yearly basis or his/her services may be absorbed against the post from the date of joining, as deemed fit. The candidates will be preferred who have the similar work experience and working in similar cadre. They are also required to bring one set of self-attested photocopies of documents with original certificates/testimonials and one latest photograph.

The candidate seeking employment on deputation basis should also produce NOC from the present employer/Head of Department on or before the date of interview.

Other Instructions:

1. The University shall have the right to increase or decrease the posts at Sr. No. 1 to 2. In case, no person found suitable by the selection Committee University may not fill the post(s).
2. Officer/employee employed on deputation shall be paid salary as per University Foreign Service Rules and HCS Rules as applicable.
3. The venue of interview shall be ***Smt. Sushma Swaraj Administrative Block, Dr. B.R. Ambedkar National Law University, Plot No. 05, Rajiv Gandhi Education City, Rai, Sonipat (Hr.)***
4. Interested applicants should apply through proper channel.
5. Applicants are required to report at the venue of interview atleast one hour before the scheduled time.
6. No TA & DA will be paid for attending the interview.
7. For more information and updates (corrigendum and addendum), regularly visit University Website: www.dbranlu.ac.in

REGISTRAR



DR. B.R. AMBEDKAR NATIONAL LAW UNIVERSITY, SONIPAT
(Established by the Haryana State Legislature Act No. 15 of 2012)

Qualifications for Non-teaching posts.

Sr. No.	Name of Post	Qualification
1.	Steno Typist (English)	<ol style="list-style-type: none">1. Graduate in any discipline.2. Knowledge of Hindi/Sanskrit upto Matric standard.3. The candidate shall have to qualify the Test in Computer Appreciation and Application. This test will be based on Word Processing, Spreadsheet Applications, Internet Browsing and Email Management4. The candidates shall also have to qualify a test in Stenography in English at the minimum speed of 80 w.p.m. & transcription at a speed of 15 w.p.m. on Computer (8% mistakes may be ignored).
3.	Steno Typist (Hindi)	<ol style="list-style-type: none">1. Graduate in any discipline.2. Knowledge of Hindi/Sanskrit upto Matric standard.3. The candidate shall have to qualify the Test in Computer Appreciation and Application. This test will be based on Word Processing, Spreadsheet Applications, Internet Browsing and Email Management.4. The candidates shall also have to Qualify a test in Stenography in Hindi at the minimum speed of 64 w.p.m. & transcription at a speed of 15 w.p.m. on Computer (8% mistakes may be ignored).



Advt. No. 05/2022

1. Post applied for :
2. Name of the candidate in (Block letters) :
3. Father's/husband's Name (Block Letters) :
4. Date of birth :
5. Domicile :
6. Nationality :
7. Marital Status :
8. Present Address :
:
9. Permanent Address :
:
10. Category :
11. Aadhar No. of applicant :
12. Contact No. :
13. E-Mail I.D. :

Sr. No.	Examination Passed	Board/ University	Year of Passing	% age of marks obtained	Division/ Class
i.	Matric/Hr. Sec.				
ii.	10+2/Inter/Pre, Engg.				
iii.	B.A./B.Sc./B.Com.				
iv.	B.E./B. Tech/ B.Sc.(Engg.)/B.Arch.				
v.	M.A. /(M.Sc./ M.Com/MBA				
vi.	M.E./M.Tech./M.Arch.				
vii.	Any other				

14. a) Specialization, if any :

15. Experience (self attested copies of relevant certificates are to be attached):

Sr. No.	Organization/ Deptt.	Post held	Pay Scale	Basic pay	From	To	Total Experience	Remarks
i.								
ii.								
iii.								
iv.								
v.								

16. Details of present employment

- a) Name of the organization :
- b) Designation :
- c) Date of Joining of present Service :
- c) Pay Level in the Pay Matrix :
- d) Date of next increment :

17. Joining period required, if selected :

18. Any other relevant information :

Certified that the above information furnished by me in this application form is correct and true and nothing has been concealed in it. I, also undertake to accept the liability for any action under the rules for any wrong-statement or concealment of facts on my part.

Place:.....

Date:.....

Signature of applicant

NO OBJECTION CERTIFICATE

This is to certify that Mr./Ms.S/o or D/o Sh.
R/o..... is a
regular employee of
(name of University/College/Institute) since and presently working as
..... This University/College/Institute has no objection if he/she is selected on
deputation basis by the Dr. B.R. Ambedkar National Law University, Rai, Sonapat. As per office record, his
qualification is and no disciplinary proceedings are pending against him/her. His/her
work and conduct isas per the record.

Head of University/College/Institute with Seal