



महाराणा प्रताप बागवानी विश्वविद्यालय, करनाल-132001 (हरियाणा)
Maharana Pratap Horticultural University, Karnal,-132001 (Haryana)

(Established vide Haryana Act No. 32 of 2016)

Advt. No. 01/2021

Applications are invited from the eligible and interested candidates working on regular basis in State Universities of Haryana/Govt. Departments/ICAR/UGC for appointment of various teaching and non-teaching posts on deputation basis as per standard terms & conditions of the Haryana State Govt. The applications should reach through proper channel on or before **22.02.2021** at the address "The Registrar, MHU, HTI Campus, Uchani (Karnal). For Details i.e. prescribed qualifications, pay scale, application form, eligibility criteria etc., visit the University website www.mhu.ac.in.


REGISTRAR 28/1/21

Maharana Pratap Horticultural University, Karnal

(Established under Haryana Act No. 32 of 2016)

Advertisement No. 01/2021

Candidates are advised to go through following instructions, eligibility conditions, qualifications while applying for the following posts to be filled on deputation basis from amongst the existing eligible regular employees working in State Universities of Haryana/State Government/ICAR/UGC/any other Govt. Organization in Haryana.

<u>Details of Teaching Posts and Functional Pay Level (FPL)</u>				
Sr. No.	Name of Post	Number of Post	FPL	Mode of appointment
1.	Professor/equiv. (Floriculture & Landscape Architecture)	1	Academic Level-14 with rationalized entry pay of Rs. 1,44,200/-	Deputation basis initially for a period of two years and extendable/ merger subject to satisfactory service as per Rules of MHU from amongst the existing eligible regular employees.
2.	Professor/equiv. (Fruit Science)	1	Academic Level-14 with rationalized entry pay of Rs. 1,44,200/-	
3.	Associate Professor/equiv.(Post-Harvest Technology)	1	Academic Level-13A with rationalized entry pay of Rs. 1,31,400/-	
4.	Assistant Professor/equiv. (Agricultural Engineering-Soil Water & Engineering)	1	Academic Level-10 with rationalized entry pay of Rs. 57,700/-	
<u>Officer of the University and Pay Scale</u>				
Sr. No.	Name of Post	Number of Post	Pay Scale	Mode of appointment
1.	Comptroller (deputation on tenure basis for a period of 4 years)	1	37400 - 67000 + 10000 Grade Pay (likely to be revised)	From amongst the existing eligible regular employees.
<u>Details of Non-Teaching Posts and Functional Pay Level (FPL)</u>				
Sr.	Name of Post	Number	FPL	Mode of appointment

No.		of Post		
1.	Assistant Registrar	1	FPL-11	Deputation basis initially for a period of two years and extendable/ merger subject to satisfactory service as per Rules of MHU from amongst the existing eligible regular employees.
2.	Junior Engineer (Civil)	1	FPL-6	
3.	Senior Scale Stenographer	1	FPL-6	
4.	Accounts Clerk	1	FPL-2	
5.	Library Assistant	1	FPL-6	
6.	Assistant	1	FPL-6	
7.	Lab Assistant	1	FPL-2	
8.	Store Keeper	1	FPL-2	
9.	Technical Assistant	1	FPL-6	
10.	Field/Nursery Assistant	1	FPL-1	
11.	Clerk	03	FPL-2	
	Total	13		

Note: Standard terms & conditions of deputation prescribed in Haryana Civil Service (General) Rules, 2016 as amended from time to time will be applied.

QUALIFICATIONS

Note: Irrespective of the below qualifications, Hindi/Sanskrit in Matric Standard/Higher Examination will be an essential subject for all posts.

1. Professor/equiv. (Floriculture & Landscape Architecture)

Working on analogous post

OR

- i. Doctoral degree in Agriculture/Horticulture with specialization in Floriculture & Landscape Architecture.
- ii. 10 years' experience (excluding period spent on Ph.D. during service, subject to a maximum of 3 years) in the relevant subject as Assistant Professor/Associate Professor or equivalent; in the Pay Band-3 of Rs. 15600-39100 with Grade Pay of Rs. 5400/6000/7000/8000 (pre-revised Rs. 8000-13500) or corresponding revised pay scale and out of which at least 2 years as Associate Professor or in an equivalent position in the pay Band-4 of Rs. 37400-67000 or higher with Grade Pay of Rs. 8700/9000 or corresponding revised pay scale.
- iii. Evidence of contribution to Research/ Teaching /Extension Educations as supported by published work/patents granted /innovations and Impact respectively.
- iv. Specialization in relevant field

Or

An outstanding Scientist/Professional with Ph.D. in relevant discipline from academic's/research educational institutions and industries accredited by UGC/ICAR and DSIR, respectively with 15 years' experience in regular position in India.

2. Professor/equiv. (Fruit Science)

Working on analogous post

OR

- i. Doctoral degree in Agriculture/Horticulture with specialization in Fruit Science.
- ii. 10 years' experience (excluding period spent on Ph.D. during service, subject to a maximum of 3 years) in the relevant subject as Assistant Professor/Associate Professor or equivalent; in the Pay Band-3 of Rs. 15600-39100 with Grade Pay of Rs. 5400/6000/7000/8000 (pre-revised Rs. 8000-13500) or corresponding revised pay scale and out of which at least 2 years as Associate Professor or in an equivalent position in the pay Band-4 of Rs. 37400-67000 or higher with Grade Pay of Rs. 8700/9000 or corresponding revised pay scale.
- iii. Evidence of contribution to Research/ Teaching /Extension Educations as supported by published work/patents granted /innovations and Impact respectively.
- iv. Specialization in relevant field

Or

An outstanding Scientist/Professional with Ph.D. in relevant discipline from academic's/research educational institutions and industries accredited by

UGC/ICAR and DSIR, respectively with 15 years' experience in regular position in India.

3. Associate Professor/equiv. (Post-Harvest Technology)

Working on analogous post

OR

- i. Doctoral degree in Agriculture/Horticulture with specialization in Post-Harvest Technology.
- ii. 8 years' experience (excluding period spent on Ph. D. during service, subject to a maximum of 3 years) in the relevant subject as Assistant Professor or in an equivalent position in the Pay Band-3 of Rs. 15600-39100 with Grade Pay of Rs. 5400/6000/ 7000/8000 (pre-revised Rs. 8000-13500) or corresponding revised pay scale and having made contribution to research/teaching/extension as evidenced by published work/patents granted/innovation and impact, respectively.

Or

Doctoral degree in Agriculture/Horticulture with minimum 8 years' experience of high quality post-doctoral research in an institution/organization as evidenced by at least 6 publications (based on post-doctoral research) in journals with NAAS rating of 7.5 or above with first authorship.

Desirable: Specialization in relevant field.

4. Assistant Professor (Agricultural Engineering-SWE)

Working on analogous post

OR

- i. Master's degree with 55% marks in Agricultural Engineering-SWE with specialization in Soil Water & Engineering.
- ii. Must have passed NET/SLET/SET examination from UGC/ CSIR/ICAR/State. Provided however, that candidates, who are or have been awarded a Ph.D. degree in accordance with the University Grants Commission (minimum standards and procedure for award of Ph.D. degree) Regulations, 2009 or the subsequent regulations, if notified by the UGC, shall be exempted from the requirement of minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Prof. or equivalent position in Universities/Colleges/Institutions.

Further, the award of degree to candidates registered for the M.Phil./Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bylaws/Regulations of the Institutions awarding the degree and the Ph.D. candidates shall be exempted from the requirements of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/ Colleges/Institutions subject to the fulfillment of the following conditions:

- a) Ph.D. Degree of the candidate awarded in regular mode only
- b) Evaluation of the Ph.D. Thesis by at least two external examiners
- c) Open Ph.D. Viva voce of the candidate had been conducted

- d) Candidate has published two research papers from his/her Ph.D work out of which at least one must be in a referred journal.
- e) Candidate has made at least two presentations in conferences/ seminars, based on his/her Ph.D. work.

Conditions (a) to (e) as above are to be certified by the Vice-Chancellor/Pro-Vice-Chancellor/Dean (Academic Affairs)/ Dean (University instructions).

A relaxation of 5% may be provided at the graduate and master's level for the SC/ST/Differently-abled (physically and visually differently-abled)/other Backward Classes (OBC) (Non-creamy layer) categories for the purpose of eligibility and for assessing good academic records during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace marks procedures.

5. Comptroller

1. Chartered Accountant/ICWA

OR

M.Com or MBA (Finance) with
55% marks from a recognized University/reputed Institute.

2. Must have 5 years' experience as Deputy Comptroller/Chief Accounts Officer/equivalent in Grade Pay of Rs. 7600/- in Govt./Semi Govt./Central/State Govt. University.

Desirable:

Preference will be given to the persons working in State Agricultural Universities and having passed SAS Examination conducted by the State Govt. or Higher Standard Accounts Examination conducted by the University.

6. Assistant Registrar

Working on analogous post in State Universities.

OR

1. At least 1st class Graduate with 55% marks in Master's Degree in any subject from a recognized University.
2. At least 5 years' experience of working in a Govt./ Semi-Govt. University/Educational Institution/ Deptt./Research Institution/PSU of which at least three years should be in a supervisory capacity as office Supdt./ equivalent and higher.
3. Knowledge of Hindi/Sanskrit upto Matric standard

Desirable:

Persons passing of SAS/Departmental Higher Standard Examination in Accounts & General Services will be given preference.

7. Junior Engineer (Civil)

Working on analogous post.

OR

1. Diploma Course in Civil Engineering with at least 50% marks from any recognized University/ Institution with at least three years' experience in Civil side in a Govt./ Semi-Govt. University/ Educational Institution/Deptt./ Research Institution/PSU.

OR

1. B.E./B.Tech. in Civil Engineering from any recognized University.
2. Knowledge of Hindi/Sanskrit upto Matric Standard.

8. Senior Scale Stenographer

Working on analogous post

OR

1. Bachelor's Degree from any recognized University
2. Two years' experience as Junior Scale Stenographer in a Govt./Semi-Govt. University/Educational Institution/Deptt./Research Institution/PSU.
3. The candidate should be computer literate with Microsoft proficiency, excellent English shorthand speed of 100 WPM and accurate computer typing speed of 40 WPM **OR** at a speed 80 WPM in Hindi to be transcribed at the speed 25 WPM (4% mistakes permissible).
4. Knowledge of Hindi/Sanskrit upto Matric Standard.

9. Accounts Clerk

Working on analogous post

OR

1. Bachelor's Degree in Commerce from any recognized University.
2. Valid certificate of passing the State Eligibility Test in Computer Application and Applications (SETC) However, the persons who have acquired degree in computers i.e. BCA/MCA/B. Tech/M. Tech. in computer from recognized University/College or diploma in computer in Govt. Polytechnic, HKCL, HARTRON, DOEACC, NIELIT etc. or have done a course in computers from any other reputed institution/agency authorized by Govt. are exempted from SETC.
3. Knowledge of Hindi/Sanskrit upto Matric Standard.

Note:- Ex-servicemen who are matriculate (including Ex-servicemen who have obtained Indian Army Special Certificate of Education or the corresponding certificate in the Navy or the Air Force) and have put in not less than years' service in the Armed Forces of the Union are also eligible to apply and will be considered for posts reserved for Ex-servicemen.

10. Library Assistant

Working on analogous post.

OR

1. B. Lib. Or B.LibI.Sc. from any recognized University.
2. At least 2 years' office experience as Clerk/ Computer Operator/equivalent of working in a Govt./Semi-Govt. University/ Educational Institution/Deptt./ Research Institution/ PSU.
3. Typing on computer with a speed of 30 w.p.m.
4. Knowledge of Library Software.
5. Knowledge of Hindi/Sanskrit upto Matric standard.

11. Assistant

Working on analogous post.

OR

1. Bachelor's Degree from recognized University.
2. At least 3 years' office experience as Clerk/Computer Operator/equivalent of working in a Govt./Semi-Govt. University/Educational Institution/Deptt./Research Institution/PSU.
3. Typing Speed of 30 WPM in English OR computer test at the speed of 7000 depression per hour in MS Word.
4. Knowledge of Hindi/Sanskrit upto Matric Standard.

12. Lab Assistant

Working on analogous post

OR

1. Bachelor's Degree in Science from a recognized University.
2. Knowledge of Hindi/Sanskrit upto Matric standard.

13. Store Keeper

Working on analogous post

OR

1. Bachelor's degree from any recognized University.
2. Valid certificate of passing the State Eligibility Test in Computer Application and Applications (SETC) However, the persons who have acquired degree in computers i.e. BCA/MCA/ B. Tech/ M. Tech. in computer form recognized University/College or diploma in computer in Govt. Polytechnic, HKCL, HARTRON, DOEACC, NIELIT etc. or have done a course in computers from any other reputed institution/agency authorized by Govt. are exempted from SETC.
3. Knowledge of Hindi/Sanskrit upto Matric Standard.

Note:- Ex-servicemen who are matriculate (including Ex-servicemen who have obtained Indian Army Special Certificate of Education or the corresponding certificate in the Navy or the Air Force) and have put in not

less than years' service in the Armed Forces of the Union are also eligible to apply and will be considered for posts reserved for Ex-servicemen.

14. Technical Assistant

Working on analogous post

OR

1. B.Sc. Agri./Horticulture from any recognized University and two years' experience in related field of working in a University/ Educational Institution/ State Govt./ Research Institution/Govt. PSU.

OR

1. M.Sc. (Hort.) from any recognized University.
2. Knowledge of Hindi/Sanskrit upto Matric standard.

15. Field/Nursery Assistant

Working on analogous post

OR

1. 10+2 Science or Matric with Diploma of Gardener from recognized Board/Govt. Institute.
2. Knowledge of Hindi/Sanskrit upto Matric standard.

16. Clerk

Working on analogous post

OR

1. Bachelor's degree from any recognized University.
2. Valid certificate of passing the State Eligibility Test in Computer Application and Applications (SETC) However, the persons who have acquired degree in computers i.e. BCA/MCA/ B. Tech/ M. Tech. in computer from recognized University/College or diploma in computer in Govt. Polytechnic, HKCL, HARTRON, DOEACC, NIELIT etc. or have done a course in computers from any other reputed institution/agency authorized by Govt. are exempted from SETC.
3. Knowledge of Hindi/Sanskrit upto Matric Standard.

Note:- Ex-servicemen who are matriculate (including Ex-servicemen who have obtained Indian Army Special Certificate of Education or the corresponding certificate in the Navy or the Air Force) and have put in not less than years' service in the Armed Forces of the Union are also eligible to apply and will be considered for posts reserved for Ex-servicemen.

General instructions:

1. Please read the instructions and procedures carefully before you start filling the Application Form.
2. Candidates can apply for more than one post as per their qualifications.
3. The candidate should fill all details while filling the Application Form.

4. **Candidates are advised to fill their application form carefully such as Name, Father's/ Mother's name, Date of Birth, Category, qualifications, marks obtained, year of passing, photo & signature, etc. After submission of application form, no change will be allowed. Candidate will be responsible for any mistake. No correspondence will be entertained in this regard.**
5. Besides pay as mentioned in the Advertisement, ADA, HRA, Medical Allowance etc. are admissible as per University rules adopted from time to time on State Govt. pattern.
6. No TA/DA shall be paid by the University for any test/scrutiny/interview.
7. The decision of the University in all matters relating to acceptance or rejection of an application, eligibility/suitability of the candidates, criteria for selection etc. will be final and binding on the candidates. No inquiry or correspondence will be entertained in this regard.
8. The number of posts indicated in the Advertisement can vary. The University reserves the right to decrease/increase the number of vacancies on administrative grounds.
9. If on verification at any stage starting from submitting application till appointment, it is found that any candidate does not fulfill any of the eligibility conditions or it is found that the information furnished is false or incorrect, his/her candidature will be cancelled and he/she will also be liable to be criminally prosecuted. This is irrespective of whether the candidate was benefitted in his/her application from that particular eligibility condition or not.
10. The University reserves the right to call upon any candidate personally along with original certificates, photocopy of self-attested certificates, Passport size Photograph, Identity Proof i.e. Identity Card/ Driving License/Passport/Voter Card/ PAN Card/ Aadhaar Card etc.
11. Wherever CGPA/OGPA or grading system in a degree/diploma is awarded; equivalent percentage of marks should be indicated in the application form as per norms adopted by the University/ Institute. The candidate will have to produce a copy of these norms with respect to his/ her University/Institute at the time of verification of documents.
12. No correspondence will be entertained about the outcome of the application, at any stage.
13. In case of any clarification in regard to process for filling up the posts on deputation basis, please email at infomhu.hry@gmail.com. No other form of communication shall be entertained. However, pendency of any such query will not effect in extension of scheduled dates in regard to process for filling up the posts.
14. Qualifications/eligibility conditions and other documents will be determined with regard to last date fixed to apply for the post as given in the Advertisement. The candidate who does not fulfill the qualifications/eligibility conditions on cutoff date need not apply.
15. Preference will be given to the candidates working in State Universities on regular basis in regard to all non-teaching posts advertised vide Advt. No. 01/2021.

Fake Institutions: -

Candidates, who have obtained degrees or diplomas or certificates for various courses from any Board/Institution/University declared fake by the University Grants Commission or not recognized by Haryana Government, shall not be eligible for being considered for filling up the posts advertised and no representation in this regard shall be entertained.

Serving Government Regular Employees: -

Serving Government Regular Employees must submit their application form (S) duly filled in all respects, alongwith self-attested photo copies of required documents and photo copies of gist of SARs/ACRs for the last ten (10)/available years, duly verified/attested by the HOD **through proper channel** so as to reach at the address “The Registrar, Maharana Pratap Horticultural University, at Horticulture Training Institute Campus, Uchani, Karnal- 132001” on or before **22.02.2021**. **The application forms which are received after due date/not sent through proper channel will not be considered.**

Following certificates will be given by the employer/head of office/forwarding authority while forwarding the application form alongwith required documents of faculty teacher concerned:

- i. There is no vigilance case pending/contemplated against him/her.
- ii. His/her complete SARs for the last 10/available years duly attested by an authorized officer are enclosed.
- iii. His/her Integrity is beyond doubt.
- iv. No major/minor penalties imposed on him/her during the last 10 years/list of major/minor penalties imposed on him/her during the last 10 years is enclosed.

DOCUMENTS TO BE ATTACHED WITH APPLICATION FORM

- i) Self-attested photo copy of Matric showing Date of Birth.
- ii) Self-attested photo copy of essential qualifications and above/diploma/degree should be attached with the application form.
- iii) Self-attested photo copy of Experience Certificate issued by the concerned Appointing Authority.
- iv) Any other document, if required, to be attached at the time of submitting of application form.
- v) One copy of latest coloured passport size photograph duly self-attested should be pasted on the application form.
- vi) Five copies of summery of qualifications for application form.

DOCUMENTS TO BE BROUGHT AT THE TIME OF SCRUTINY/INTERVIEW

- i) All original certificates/documents/testimonials of educational qualifications and other documents mentioned above and one set of self-attested copies of all these certificates.
- ii) Latest passport size photo, Identity Proof i.e. Identity Card/Driving License/Passport/ Voter Card/PAN Card/Aadhaar Card etc.

LIKELY CAUSES OF REJECTION OF APPLICATION

The following are likely causes of rejection:-

- More than one application form for a particular category.
- Application is incomplete.

- Full fee, if not deposited in the manner prescribed.
- No qualification of Hindi/Sanskrit as prescribed in advertisement.
- Applicant does not possess the requisite academic qualifications on closing date.
- Applicant does not indicate visible identification mark in appropriate column of application form.
- Candidate is underage/overage on the cutoff date/closing date.
- Variation in data of application form and in original documents when brought for verification/scrutiny/interview.
- Lack of essential qualifications as prescribed in advertisement.

-Sd-
(Dr. Ajay Singh)
Registrar

Dated:

- i) Name of applicant _____
- ii) Name of the post applied for _____
- iii) Signature of applicant _____
- iv) Thumb impression of applicant _____

Maharana Pratap Horticultural University, Karnal
(Established under Haryana Act No. 32 of 2016)

Advertisement No. 01/2021

APPLICATION FORM
FOR TEACHING, RESEARCH & EXTENSION POSTS

- Note: (i) Attach summary sheet (12 copies)*
Fill all Columns from 1 to 23. If any column is left blank/unsigned then application will be rejected as incomplete.
- (ii) The application should either be filled neatly in the candidates' own hand or type written.*

A signed coloured passport size photograph of the candidate must be pasted here. This is essential

1. Post applied for _____
(Give the full name of the post)
2. Name in full _____
(in block letters)
3. Do you belong to SC/BCA/BCB/ESM/PWD etc. category? _____
If so, please attach a certificate in support thereof
4. Present postal address _____
(in block letters)
(Candidates who apply from abroad may state here when they are likely to come back to India and also give their postal address in India). _____
5. (a) Aadhaar No. (desirable but not mandatory) _____
(b) Telephone No./Mobile No. _____
6. (a) E-mail ID, if any _____
(b) Details of application fee in the : DD No. **NIL** Dated **NIL**
shape of bank demand draft Amount (in Rs.) **NIL**
Name of issuing bank _____
(c) Sex: Male/Female _____
7. Permanent Home Address _____

8. (a) Father's Name _____
(b) Mother's Name _____
(c) Spouse Name _____
9. (a) Nationality of candidate _____
(b) Name of the country, if foreign national _____
(c) Marital status _____
10. (a) Date of birth _____
(b) Place of birth _____

- (c) Place of permanent domicile _____
11. (a) If you are employed, your present designation _____
- (b) Name of your present employer
(Person, office, institution or firm) _____
- (c) Have you obtained the permission of your present employer for submitting this application (if not, you should bring a 'No objection certificate' from your employer at the time of interview). _____
- (d) If selected, please state when you can join. _____
- (e) Present Pay
- (i) Scale of pay/FPL _____
- (ii) Present basic pay _____
- (iii) Allowances excluding house rent & CCA
(give name and amt of each allowance) _____
- (iv) Date of next increment _____
- (f) Minimum pay acceptable _____
12. Names and addresses of two referees not related to you, to whom you are known personally (if you are employed, your present employer must be one of the referees)
- (i) _____

- (ii) _____

13. Details of academic qualifications:

A. Give in the tabular statement below particulars of the examinations passed from Matriculation onwards. If the university from which you obtained your degree does not award marks but only grades and points, in that case:-

Examination	Matric	10+2 equivalent	or	Bachelor's degree	Master's degree	Ph.D
Name of School, College/University						
Date of joining						
Date of leaving						
Name of Board or University						
Year of passing						
Maximum marks/OGPA						
Marks obtained/OGPA						
Percentage marks						
Division						
Subjects/ Specialization						

(Attach self attested certified copies of the Detailed Marks Cards (or Transcripts) of all the examinations passed)

B. Details of NET/SLET/SET examination cleared from UGC/CSIR/ICAR/State:

Year of passing _____ Subject: _____

Conducted by UGC/ASRB/Any other, specify _____

Honours & awards: _____

C. Ph.D degree by course work : Yes/No _____

Topic of Master's degree _____

Topic of Ph.D thesis _____

14. Publications:

Sr. No.	Category of publication	Give only numbers
A.	Full papers	
	(a) For NAAS rating ≥ 6.0 (i) For first and corresponding author (ii) For others	
	(b) For NAAS rating < 6.0 (i) For first and corresponding author (ii) For others	
	(c) Without NAAS rating	
B.	Research note/short communication	
C.	Papers presented and documented in Seminar/symposium/conference at National/ International level; International: National:	
D.	Popular articles published in leading farm journals/magazines	
E.	Books published by Universities/ National Institutes/Standard publishers	
	a) Authored Book with ISBN No.	
	b) Edited Book with ISBN No.	
	c) Chapter/Bulletin	
	Best paper/presentation/poster award at National/ International conference sponsored by (ICAR/UGC/CSIR/ DBT/DST or other National Govt. Agency)	

Give detailed information for various types of publications as mentioned above in tabular form with separate table for each category of publications.

Sr. No.	Author(s)	Title of paper/publication	Name of journal/publisher	Volume/issue/ISBN No.	Year of publishing	NAAS Rating	Proof enclosed at page No.

15. Experience (Teaching/Research/Extension etc.):

Designation of post held	Period (month and year both should be given)			Pay drawn (Basic pay+ Grade Pay)	Organization	Nature of work
	From	To	No. of Years			

16. If any period of your life, after you attained the age of 15 is not covered by the details given in columns 13 (A, B & C), 14 and 15, give the information below:

Period		How spent
From	To	

17. Details of participation in sports and extra-curricular activities:

18. (a) What is your mother-tongue? _____

(b) Name the languages (both Indian and Foreign) which you can read, write or speak. Give particulars and state the examinations, if any, passed in each:

Read only	Speak only	Read and speak	Read, write and speak	Examination(s) passed

19. Have you ever been prosecuted, kept under detention or bound down/ fined, convicted by a Court of Law of any offence or debarred/disqualified by any University, Public Service Commission from appearing at its examinations/selection? Is any case pending against you in any court of law at the time of filling up of this application form?

If the answer is 'Yes' full particulars of the case, detention, fine, conviction, sentence etc. should be given.

20. Have you applied for any other post in this University? If so, name all the posts including this one, in order of preference.

(i) _____ (ii) _____
(iii) _____ (iv) _____

21. (a) Any other details not mentioned above, which you think, will strengthen your claim for this appointment, if training or experience in a specialized field is one of the essential or desirable qualifications for this post, you may explain here, if you possess the qualification.

(Attach separate sheet, if necessary)

(b) Have you executed a bond to serve your parent department after completion of your studies, if so mention the period of bond:

22. List of certificates and testimonials (self attested copies) attached:

(i) _____ (ii) _____
(iii) _____ (iv) _____
(v) _____ (vi) _____
(vii) _____ (viii) _____

I certify that the foregoing information is correct and complete to the best of my knowledge and belief. I am not aware of any circumstance which may impair my fitness for employment.



Place: _____

(Thumb impression of the candidate,
in case of male candidate left hand
thumb impression and in case of
female right hand thumb impression)

(Signature of the candidate)

Date: _____

IDENTITY CERTIFICATE

Certificate to be signed by any of the following:

- (i) Gazetted Officer of Central or State Government;
- (ii) Member of Parliament or State Legislature;
- (iii) Sub-Divisional Magistrate/Officer;
- (iv) Tehsildar or Naib/Deputy Tehsildars authorized to exercise Magisterial powers;
- (v) Principals and Headmasters of all recognized institutions;
- (vi) Heads of University Departments; and
- (vii) Block Development Officer.

Certified that I have known Shri/Smt./Kumari _____ son/daughter of Shri _____ for the last _____ years _____ months, and that to the best of my knowledge and belief the particulars furnished by him/her are correct.

_____ Signature _____

(Name in block letters)

Place _____ Designation of Status & address _____

Date: _____

CHECK LIST

(The information in this Check List is to be furnished by the Employer in respect of the in-service candidate for the last 10 years and in case the service period is less than 10 years then from the date of joining.)

1.

Year	Overall performance	Report about integrity	Report about work and conduct	Punishment awarded, if any	Whether any disciplinary/legal/Vigilance proceedings are pending against the official.

2. Does he fulfill the prescribed qualifications/experience requirement for the post?

Prescribed qualifications: Yes/No

Prescribed experience: Yes/No

It is also certified that the information furnished by the official in his application form is correct as per his service record.

Head of the Institution

(S E A L)

(Name in block letters)

Place: _____

Date: _____

23. SUMMARY OF QUALIFICATIONS FOR FORM – (12 copies)

1.	Post applied for			Name of the candidate:			
2.	Date of birth:			Email. Id:		Category:	
3.	Address:			Telephone/Mobile No.:			
4. Educational Qualifications	Month & Year of passing	University/ Board	Total Marks/ OGPA	Marks obtained/ OGPA	Percentage (%)	Division/ grade/ position	
5. Additional Qualifications (Post Doctoral/Any other PG training/Higher Training)							
6. M.Sc./M.Tech. Ph.D.	Major Field			Minor Field			
7. Academic Awards (gold medal/national award)							
8. Chronological list of Experience (After Masters' Degree)			Period of Experience			Nature of work (Permanent/ Temporary/ contractual/ adhoc)	
Post & pay scale	Name & address of Employer	From	To	Total Years			
9. Publication in relevant field							
A. Full papers					Numbers		
(a) For NAAS rating ≥ 6.0 (i) For first and corresponding author (ii) For others							
(b) For NAAS rating < 6.0 (i) For first and corresponding author (ii) For others							
(c) Without NAAS rating							
B. Research note/short communication							

C. Papers presented and documented in Seminar/ symposium/conference at National/ International level; <div style="text-align: right;">International: National:</div>	
D. Popular articles published in leading farm journals/magazines	
E. Books published by Universities/ National Institutes/Standard publishers	
a) Authored Book with ISBN No.	
b) Edited Book with ISBN No.	
c) Chapter/Bulletin	
Best paper/presentation/poster award at National/ International conference sponsored by (ICAR/UGC/CSIR/ DBT/DST or other National Govt. Agency)	

Signature of the candidate

**Maharana Partap Horticultural University (MHU), Karnal
(Established by Haryana Act No. 32 of 2016)**

Advertisement No. 01/2021

**APPLICATION FORM
FOR THE POST OF COMPTROLLER ON
TENURIAL/DEPUTATION BASIS**

A self attested coloured passport size photograph of the candidate must be pasted here. This is essential.

*Note: (i) Do not detach any sheet
Fill up all columns of all sheets.
(ii) The application should either be filled
neatly in the candidates' own hand or type written.*

1. Post applied for
(Give the full name of the post) _____
2. (i) Name in full
(in block letters) _____

(ii) Gender (Male/Female) _____
3. Present postal address
(in block letters) _____

4. (i) Aadhaar No. (desirable, but not mandatory) _____
(ii) Mobile No. _____
5. (a) E-mail ID _____
(b) Details of application processing
fee in the shape of Bank Demand Draft DD No. ___NIL___ Date ___NIL___
Amount ___NIL___ Name of issuing Bank _____
6. Permanent Home Address _____

7. (a) Father's Name _____
(b) Mother's Name _____
8. (a) Nationality of candidate _____
(b) Name of country, if foreign national _____
(c) Religion _____
9. (a) Date of birth _____
(b) Place of birth _____
(c) Place of permanent domicile _____

- (d) Marital status _____
- (e) Do you belong to SC/BC(A)/BC(B)EBPG _____
- (f) Are you fall under ESM category _____
- (g) Are you fall under Freedom Fighter category _____
- (h) Are you fall under Outstanding Sports Person category _____
- (i) Are you 'person with disability' _____

If so, attach certificate in support thereof.

10 (a) Name, designation and address of the present employer, if any. _____

(b) Have you obtained the permission of your present employer for submitting this application/attending an interview, if any, and for accepting this appointment, if selected? _____

(c) If selected, please state when you can join _____

(d) Present Pay
 (i) Scale of pay _____

(ii) Basic pay _____

(iii) Allowances excluding house rent and city compensatory allowance. (give name and amount of each allowance) _____

(iv) Date of next increment _____

11. Names and addresses of two referees not in relation to you, to whom you are known personally (if you are employed, your present employer must be one of the referees)

(i) _____

(ii) _____

12. Whether any of your relative is employed in this University, If so, give details. _____

13. (a) What is your mother-tongue? _____

(b) Name the languages (both Indian and Foreign) which you can read, write or speak. Give particulars and state the examinations, if any, passed in each:

Read only	Speak only	Read and speak	Read, write and speak	Examination(s) passed

14. Have you ever been prosecuted/kept under detention or bound down/fined, convicted by a Court of Law of any offence or debarred/disqualified by any University, Public Service Commission from appearing at its examinations/selection? Is any case pending against you in any court of law at the time of filling up of this application form?

If the answer is 'Yes' full particulars of the case, detention, fine, conviction, sentence etc. should be given.

15. Employment Record:

Designation of post held and description of work	Period		Pay scale /Pay Level	Pay drawn (Basic pay+ allowances except HRA/ CCA)	Full address of office/department	Reason for leaving the post
	From	To				
	(Give month & year both)					

16. Details of academic qualifications:

Examination					
Name of School or College					
Name of Board or University					
Year of passing					
University. Regd. No.					
Maximum marks					
Marks obtained					
Percentage marks					
Division					
Subjects					
Medium of instruction					
Position, distinction, prizes, scholarships etc.					

(Attach certified copies of the Detailed Marks Cards (or Transcripts) of all the examinations passed)

17. Any other details not mentioned above, which you think, will strengthen your claim for this appointment, (Attach separate sheet, if necessary): _____

18. List of certificates and testimonials (attested copies) attached:-

(i) _____
(iii) _____
(v) _____

(ii) _____
(iv) _____
(vi) _____

I certify that the above information is correct and complete to the best of my knowledge and belief. I am not aware of any circumstance which may impair my fitness for appointment to the post of Comptroller on deputation basis.



Place: _____

Date _____

(Thumb impression of the candidate if test is involved. In case of male candidate left hand thumb impression and in case of female right hand thumb impression)

(Signature of the candidate)

IDENTITY CERTIFICATE

Certificate to be signed by any of the following:

- (i) Gazetted Officer of Central or State Government;
- (ii) Member of Parliament or State Legislature;
- (iii) Sub-Divisional Magistrate/Officer;
- (iv) Tehsildar or Naib/Deputy Tehsildars authorized to exercise Magisterial powers;
- (v) Head of Department/Principal/Headmaster of recognized institution;
- (vi) Block Development Officer;

Certified that I have known Shri/Smt./Kumari _____ son/daughter of Shri _____ for the last _____ years _____ months, and that to the best of my knowledge and belief the particulars furnished by him/her are correct.

(Name in block letters)

Place _____

Date _____

Signature _____

Designation or Status & Address _____

**MAHARANA PRATAP HORTICULTURAL UNIVERSITY (MHU), KARNAL
(ESTABLISHED BY HARYANA ACT NO. 32 OF 2016)**

Advertisement No. 01/2021

**APPLICATION FORM
FOR GRADE 'A' 'B' & 'C' NON-TEACHING POSTS**

*Note: (i) Do not detach any sheet
Fill up all columns of all sheets.
(ii) The application should either be filled
neatly in the candidates' own hand or type written.*

A self attested coloured passport size photograph of the candidate must be pasted here. This is essential.

1. Post applied for
(Give the full name of the post) _____
2. (i) Name in full
(in block letters) _____

(ii) Gender (Male/Female) _____
3. Present postal address
(in block letters) _____

4. (i) Aadhaar No. (desirable, but not mandatory) _____
(ii) Mobile No. _____
5. (a) E-mail ID _____
(b) Details of application fee
in the shape of Bank Demand Draft DD No. ___NIL___ Date ___NIL___
Amount ___NIL___ Name of issuing Bank _____
6. Permanent Home Address _____

7. (a) Father's Name _____
(b) Mother's Name _____
8. (a) Nationality of candidate _____
(b) Name of country, if foreign national _____
(c) Religion _____
9. (a) Date of birth _____
(b) Place of birth _____
(c) Place of permanent domicile _____

- (d) Marital status _____
- (e) Do you belong to SC/BC(A)/BC(B) _____
- (f) Are you fall under ESM category _____
- (g) Are you fall under Freedom Fighter category _____
- (h) Are you fall under Eligible Sports Person Category _____
- (i) Are you 'Person with Disability' (PwD) _____

If so, attach certificate in support thereof.

10 (a) Name, designation and address of the present employer, if any. _____

(b) Have you obtained the permission of your present employer for submitting this application/attending an interview, if any, and for accepting this appointment, if selected? _____

(c) If selected, please state when you can join _____

(d) Present Pay
 (i) Scale of pay/Pay Level _____

(ii) Basic pay _____

(iii) Allowances excluding house rent and city compensatory allowance. (give name and amount of each allowance) _____

(iv) Date of next increment _____

11. Names and addresses of two referees not in relation to you, to whom you are known personally (if you are employed, your present employer must be one of the referees)

(i) _____

(ii) _____

12. Whether any of your relative is employed in this University, If so, give details. _____

13. (a) What is your mother-tongue? _____

(b) Name the languages (both Indian and Foreign) which you can read, write or speak. Give particulars and state the examinations, if any, passed in each:

Read only	Speak only	Read and speak	Read, write and speak	Examination(s) passed

14. Have you ever been prosecuted/kept under detention or bound down/fined, convicted by a Court of Law of any offence or debarred/disqualified by any University, Public Service Commission from appearing at its examinations/selection? Is any case pending against you in any Court of Law at the time of filling up of this application form?

If the answer is 'Yes' full particulars of the case, detention, fine, conviction, sentence etc. should be given.

15. Employment Record:

Designation of post held and description of work	Period		Pay scale /Pay Level	Pay drawn (Basic pay+ allowances except HRA/ CCA)	Full address of office/department	Reason for leaving the post
	From	To				
	(Give month & year both)					

16. Details of academic qualifications:

Examination					
Name of School or College					
Name of Board or University					
Year of passing					
University. Regd. No.					
Maximum marks					
Marks obtained					
Percentage marks					
Division					
Subjects					
Medium of instruction					
Position, distinction, prizes, scholarships etc.					

(Attach certified copies of the Detailed Marks Cards (or Transcripts) of all the examinations passed)

17. Have you applied for any other post in this University? If so, name all the posts including this one:-

(i) _____ (ii) _____

(iii) _____ (iv) _____

18. From which newspaper or other source you have come to know of this vacancy. _____

19. Applicants for ministerial post may mention computer typing speed. _____

20. Any other details not mentioned above, which you think, will strengthen your claim for this appointment, (Attach separate sheet, if necessary): _____

21. List of certificates and testimonials (attested copies) attached:-

(i) _____
(iii) _____
(v) _____
(vii) _____

(ii) _____
(iv) _____
(vi) _____
(viii) _____

I certify that the above information is correct and complete to the best of my knowledge and belief. I am not aware of any circumstance which may impair my fitness for employment.



Place: _____

Date _____

(Thumb impression of the candidate if test is involved. In case of male candidate left hand thumb impression and in case of female right hand thumb impression)

(Signature of the candidate)

IDENTITY CERTIFICATE

Certificate to be signed by any of the following:

- (i) Gazetted Officer of Central or State Government;
- (ii) Member of Parliament or State Legislature;
- (iii) Sub-Divisional Magistrate/Officer;
- (iv) Tehsildar or Naib/Deputy Tehsildars authorized to exercise Magisterial powers;
- (v) Head of Department/Principal/Headmaster of recognized institution;
- (vi) Block Development Officer;

Certified that I have known Shri/Smt./Kumari _____ son/daughter of Shri _____ for the last _____ years _____ months, and that to the best of my knowledge and belief the particulars furnished by him/her are correct.

(Name in block letters)

Place _____

Date _____

Signature _____

Designation or Status & Address _____

CHECK LIST

(The information in this Check List is to be furnished by the Employer in respect of the in-service candidate for the last 10 years and in case the service period is less than 10 years then from the date of joining.)

Year	Overall performance	Report about integrity	Report about work and conduct	Punishment awarded, if any	Whether any disciplinary/legal/Vigilance proceedings are pending against the official.

2. Does he fulfil the prescribed qualifications/experience requirement for the post?

Prescribed qualifications: Yes/No

Prescribed experience: Yes/No

It is also certified that the information furnished by the official in his application form is correct as per his service record.

Head of the Institution
(S E A L)

(Name in block letters)

Place: _____

Date: _____