



Endst. No. EN-10/2026/M-56/ 7736-51

Dated: 16/07/26

A copy of the Minutes of the meeting held with the Registrar and the Office Bearers of Non-Teaching Employees Association on 12.06.2026 duly approved by the Registrar, is being forwarded to the following for information and taking further necessary action:-

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1. Director, University Computer Centre, MDU, Rohtak (Demand No. 40)
 2. Finance Officer, Accounts Branch, MDU, Rohtak (Demand No. 4 & 18)
 3. Superintending Engineer, Engineering Cell, MDU, Rohtak (Demand No. 21 to 28 and 43)
 4. Assistant Registrar, Academic Branch, MDU, Rohtak (Demand No. 40)
 5. Assistant Registrar, General Admn., MDU, Rohtak (Demand No. 29)
 6. Incharge, Health Centre, MDU, Rohtak (Demand No. 33)
 7. PA to Controller of Examinations, MDU, Rohtak (Demand No. 38 and 39)
 8. EN-1 Set Incharge, Estt (NT) Branch, MDU, Rohtak (Demand No. 7, 35 and 36)
 9. EN-3 Set Incharge, Estt (NT) Branch, MDU, Rohtak (Demand No. 35)
 10. EN-4 Set Incharge, Estt (NT) Branch, MDU, Rohtak (Demand No. 1, 3, 13, and 17)
 11. EN-5 Set Incharge, Estt (NT) Branch, MDU, Rohtak (Demand No. 2, 10 and 14)
 12. EN-6 Set Incharge, Estt (NT) Branch, MDU, Rohtak (Demand No. 34)
 13. EN-7 Set Incharge, Estt (NT) Branch, MDU, Rohtak (Demand No. 7 and 37)
 14. EN-8 Set Incharge, Estt (NT) Branch, MDU, Rohtak (Demand No. 4, 10 and 44)
 15. EN-11 Set Incharge, Estt (NT) Branch, MDU, Rohtak (Demand No. 5 and 8)
 16. EN-12 Set Incharge, Estt (NT) Branch, MDU, Rohtak (Demand No. 6 and 7)

Rashmi
16/7/26
Superintendent (Estt NT)
for Registrar

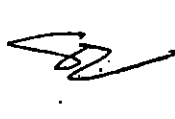
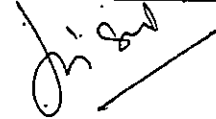
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17/7/26

MINUTES OF THE MEETING OF THE REGISTRAR WITH THE OFFICE BEARERS OF THE NON-TEACHING EMPLOYEES ASSOCIATION HELD ON 19.06.2026 TO DISCUSS THE DEMAND CHARTER THE O/o REGISTRAR

The demand charter of the Non-Teaching Employees Association consisting of 41 demands was discussed in the meeting and the following decision were taken mentioned again each demand:

S. No.	Particulars of Demand	Decision Taken
1	सभी रिक्त पदों को नियमित भर्ती प्रक्रिया द्वारा तुरंत भरा जाए।	In this regard, the office has sent the Memorandum No. NTEA/2025-26/20-21 dated 29.12.2025 received from NTEA, MDU, Rohtak with regard to regular recruitment for Non-Teaching posts to the Secretary to Governor of Haryana, Chancellor(M.D. University, Rohtak) vide this office letter dated 08.04.2026 and DGHE vide this office letter dated 21.04.2026. The office has received a letter from the O/o the DGHE in reference to NTEA Memorandum dated 02.12.2025 regarding economy measure for ex-post-facto approval of Non-Teaching posts of MDU, Rohtak and the matter is under consideration with the university administration. Reminder is being sent. Apart from above staff may be taken on deputation. Necessary action may be initiated by the office.
2	Clerks के प्रमोशन हेतु SETC टेस्ट अनिवार्य न रखा जाए क्योंकि विश्वविद्यालय में भर्ती कर्मचारी पहले से ही विश्वविद्यालय द्वारा आंतरिक कंप्यूटर एवं टाइपिंग मूल्यांकन टेस्ट पास किया गया है तथा सरकार के क्लर्क का ग्रेड पे विश्वविद्यालय के क्लर्क के ग्रेड पे से अलग है। सरकार ने इसके लिए क्लेरिफिकेशन भी जारी की हुई है। PEON से PROMOTEE क्लर्क की कंप्यूटर ट्रेनिंग करवाई जाए।	The matter has been resolved vide Reso. 45 of the meeting of the Executive Council held on 23.03.2026.
3	हमारे कुछ कर्मचारियों की 4 साल पहले प्रमोशन हुए थे परन्तु DHE और MDU की 4 साल से CORRESPONDING चल रही है परन्तु DHE से संतोषजनक जवाब न आने के कारण एडमिट नहीं हुई। सभी की प्रमोशन ऑडिट से एडमिट करवाई जाये इसके लिए चाहे अंडरटेकिंग लेनी पड़े।	In this regard, whole matter is under process with the O/o the Governor-Chancellor, MDU, Rohtak by the Academic Branch at now and vide letter dated 09.02.2026, the Governor-Chancellor has been requested in this regard. A reminder has also been issued on this issue. Further, the matter will be taken up with the Governor on priority basis & personal contact.
4	पात्र कर्मचारियों को सातवें वेतन आयोग के एरियर लाभ प्रदान किया जाए।	The action is being taken by the office on priority basis.
5	अनुसूचित वर्ग की जो 10 सुपरिटेण्डेंट एवं 2 असिस्टेंट रजिस्ट्रार के रिक्त पद तत्काल भरे जाएं।	A Committee may be constituted to consider the matter and action will be initiated accordingly.
6	कंप्यूटर सेंटर, SFS एवं लैब स्टाफ की प्रमोशन नीतियां लागू/संशोधित कर सभी वरिष्ठ कर्मचारियों को लाभ दिया जाए। लैब (budget) कर्मचारियों की प्रमोशन पॉलिसी में संशोधन किया जाये ताकि सीनियर कर्मचारी का भी प्रमोशन हो जाये।	Office will submit the case separately with all promotion policies of SFS and with full facts to the authorities for consideration.
7	Ex-Cadre कर्मचारियों (अध्यापक, ड्राइवर, वार्डन, सुपरवाइजर आदि) के लिए पृथक प्रमोशन पॉलिसी बनाई जाए।	The matter has been put on hold
8	अधीक्षक (Superintendent) पद का पारिश्रमिक दोबारा शुरू किया जाए।	The Office will seek the information for KUK and after that put the case to the authorities for consideration.

9	न्यायालय में पुराने समय से केस जीतकर लौटने वाले कर्मचारियों को पुनः अपील में न ले जाकर पुनः सेवा में लिया जाए या उसका जो लाभ मिलता है वो दिया जाये।	The Office will put up the case of Sh. Raj Kumar, Clerk (terminated) with full facts.
10	पात्र कर्मचारियों जिनका एक दूसरे के प्रति AT-PAR का केस बनता है उन्हें जल्दी दिया जाए।	The action is being taken by the office on priority basis and separately.
11	विश्वविद्यालय एक स्वायत्त संस्था है इसके नियम मानकर ऑडिट से सारे केस एडमिट करवाए जायें।	A meeting may be convened with the J.D. Audit for discussion.
12	DPC मीटिंग एक माह पूर्व निर्धारित कर समय पर आयोजित की जाए।	The Departmental Promotion Committee will be held in the last week of every month.
13	विभिन्न वेतनमान अनियमितताओं के बारे में All Haryana University Registrar कमेटी में पास होकर DHE हरियाणा में भेजे गए हैं उनको तुरंत लागू करवाया जाए।	The Assistant Registrar (Estt. NT) will seek the time of meeting for DGHE in reference to his memo No. 18/438-2016 UNP (2) dated 07.05.2026.
14	राष्ट्रीय खिलाड़ियों को नियम अनुसार अतिरिक्त इंक्रीमेंट दिया जाए।	The matter will be discussed by the Assistant Registrar (Estt. NT) with the Registrar with all previous correspondence and record.
15	उत्कृष्ट कार्य करने वाले कर्मचारियों को KUK पैटर्न पर ₹11,000 की प्रोत्साहन राशि 15 अगस्त/26 जनवरी को प्रदान की जाए।	The matter had already been resolved by the Executive Council vide Reso. No. 52 dated 23.03.2026 and same has been circulated to all concerned.
16	कर्मचारियों के ओवरटाइम का मानदेय KUK पैटर्न पर लागू किया जाए।	The Office will seek the information for KUK and after that put the case to the authorities for consideration.
17	अर्जित अवकाश के नियम विश्व विद्यालय के नियमानुसार ही होने चाहिए इसके लिए अंडरटेकिंग न ली जाये	The file has been sent to the Registrar with the request to convene a meeting with the J.D. (Audit) on Demand No. 17 regarding calculation of Earned Leave. As per orders of the Registrar, meeting can be scheduled in next week.
18	गैर शिक्षक कर्मचारियों के लिए हाउस लोन, कार लोन, तथा अन्य लोन भी शुरू करवाए जाएं।	The Finance Officer will provide two staff members for Loan Section from the Accounts Branch for this work.
19	हरियाणा सरकार द्वारा जारी हिदायतों के अनुसार HKRN कर्मचारियों को जॉब सिक्योरिटी पत्र जारी किए जाएं।	The demands have been withdrawn by the Association.
20	HKRN के कर्मचारियों को खेलों में भाग लेने पर 'ON DUTY' TREAT करा जाए	
21	मकानों से सम्बंधित समस्याएं तुरंत प्रभाव से ठीक करवाई जाये ताकि कर्मचारियों को XEN ब्रांच के चक्कर ना काटने पड़े। अक्सर सामान न होने का बहाना बना कर समस्याओं को लंबित रख दिया जाता है।	The proposal for constituting of a Committee will look after all such issues have already been submitted to the Higher Authorities. The matter be placed before the competent authority for consideration.
22	टाइप-2 के 24 तथा टाइप-3 के 20 नए कार्टरों का निर्माण कर केवल गैर-शिक्षक अधिकारी / कर्मचारी को आवंटित किया जाए।	
23	सभी पुराने घरों के फर्श में टाइल लगाई जाए तथा पार्किंग शेड उपलब्ध कराए जाएं। सभी घरों के लिए 1000 लीटर की पानी की टंकी स्थापित करवाई जाये।	
24	सामुदायिक केंद्र का विस्तार एवं सौन्दर्यकरण कर जिम की सुविधा विकसित की जाए तथा बढ़ाए गए शुल्क कम किए जाएं।	
25	कम्युनिटी सेंटर के सामने पार्किंग सुविधा बनाई जाए।	
26	सभी पार्कों में ओपन जिम, सौन्दर्यकरण एवं नियमित रख-रखाव सुनिश्चित किया जाए। टाइप II के पार्क की हालत खराब है इसको छोटे बच्चों के लिए तैयार किया जाये।	

27	टाइप II एवं टाइप I (पानी की डिगी) के बीच के पार्क की हालत भी खराब है इसको तैयार किया जाये। तथा इसमें पार्क, ओपन जिम, तथा एक छोटा मंदिर भी बनवाया जाये।	
28	टाइप-IA पुराने फ्लैटों के अंदर एक अतिरिक्त कमरा निर्मित कराया जाए तथा इन मकानों के लिए उचित पार्किंग व्यवस्था विकसित की जाए, क्योंकि आसपास पेड़ अथवा खुली जगह न होने के कारण पार्किंग स्थल उपलब्ध नहीं है, जिससे कर्मचारियों के बीच प्रायः विवाद की स्थिति बनी रहती है।	
29	झुज्जर रोड के साथ लगती विश्वविद्यालय की खाली जमीन पर कर्मचारियों के लिए सामूहिक आवास योजना बनाई जाये।	
30	कैंपस स्कूल के सामने स्थापित मार्केट में आटा चक्की, फल-सब्जियों तथा अन्य आवश्यक वस्तुओं की दुकानों का आवंटन किया जाए। साथ ही, इन दुकानों पर सामने की ओर उचित दर सूची प्रदर्शित करने एवं मूल्य नियंत्रण का विशेष ध्यान रखा जाए।	The General Admn. Branch be asked to prepare a proposal and submit the same to the Higher Authorities on priority basis.
31	विश्वविद्यालय में छोटे बच्चों के लिए बंद पड़े डे केयर सेण्टर को पुनः स्थापित करके शुरू किया जाये तथा इसमें उचित व्यवस्था उपलब्ध करवाना सुनिश्चित किया जाए।	Day Care has already been started.
32	HKRN कर्मचारियों को मकान सीनियोरिटी के अनुसार दिए जाये तथा मकानों का दायरा भी बढ़ाया जाये।	The demand has been withdrawn by the Association.
33	विश्वविद्यालय के स्वास्थ्य केंद्र में कर्मचारियों के लिए प्राथमिक उपचार तथा दवाइयों का भी उचित प्रबंध किया जाये तथा स्वास्थ्य केंद्र में पैथोलॉजी एवं अन्य मेडिकल जांच सुविधाएं शुरू की जाएं।	To be discussed with the SMO in next meeting.
34	विश्वविद्यालय के स्वास्थ्य केंद्र में डॉक्टर की उपस्थिति सुबह 9 से शाम 5 बजे तक अनिवार्य की जाए।	
35	बिजली कर्मचारियों एवं ड्राइवरों को जोखिम भत्ता सुनिश्चित कराया जाए।	Letter has been issued to concerned Department for seeking information.
36	ड्राइवर/कंडक्टर के ड्यूटी-सम्बंधित दुर्घटना मामलों में केस विश्वविद्यालय प्रशासन द्वारा लड़ा जाए। कोर्ट केस की तारीख पर जाने पर उसे ऑफिस ड्यूटी पर माना जाये।	Letter has been issued to concerned Department for seeking information.
37	कैम्पस स्कूल के प्रधानाचार्य का पद प्रमोशन निति बना कर भरा जाए।	The post of Principal is direct recruitment post. However, the post of Principal (on contract basis) has already been advertised and the matter is under process with the authorities.
38	परीक्षा शाखा एवं दूरस्थ शिक्षा शाखा का मानदेय KUK पैटर्न पर लागू किया जाए।	The matter be taken up by the COE by referring the same before Committee constituted for the purpose.
39	परीक्षा शाखा के ₹25,000 की रेक्यूनेशन कैप हटाई जाए और रेट बढ़ाए जाएं।	
40	विश्वविद्यालय में संपूर्ण फीस प्रणाली को अन्य विश्वविद्यालयों की तर्ज पर पूर्णतः ऑनलाइन किया जाए।	The demands have been withdrawn by the Association.
41	कर्मचारियों एवं उनके वार्ड की फीस KUK पैटर्न पर कम किये जाये।	
42	सभी कार्यालयों में पैंटी में MICROWAVE-OVEN लगाए जाएं।	
43	यूनिवर्सिटी प्रेस में ए.सी. लगाए जाएं।	Action will be taken by the S.E. on priority basis.
44	सहायकों को 3600 Grade Pay तुरंत प्रभाव से कोर्ट के आदेश मानते हुए दिया जाये	D.O. letter may be written to the DGHE from the Authorities.



(A State University Established under Haryana Act No. 29 of 2013).
Recognized u/s 12-B & 2(f) of UGC Act, 1956

No. IGU/ENTS-III/2026/ 3972-3983
To

Dated 09-07-2026

The Registrars,
State Universities of Haryana

Subject: Inviting applications for filling up Non-Teaching posts on deputation Basis for Advertisement No. IGU/ENT/02/2026.

Sir/Madam,

I am directed to inform you that the University is going to fill up non-teaching posts on deputation basis (copy enclosed) from the Centre/State Government Undertaking/ Institutions/ Departments for a period of one year or extendable further from time to time or till regular appointments are made, whichever is earlier.

Interested regular employees who are willing to join on deputation basis in the University may apply through proper channel on prescribed application form (copy enclosed). The application form must reach in the office of the Registrar, Indira Gandhi University, Meerpur, Rewari-122502 on or before 20.07.2026 along with No Objection Certificate from the employer. Further, it is also requested to certify that no disciplinary action/ criminal proceedings are pending against the officer/official.

You are, therefore, requested to circulate the same amongst your regular employees for information and forwarding the application of interested employees to the Registrar, Indira Gandhi University, Meerpur, Rewari-122502 on or before 20.07.2026.

The positive response from your end will be highly appreciated in this regard.

DA: As above.

for Registrar
9/7/2026
Dy. Registrar (Estt)
For Registrar

Endst. No. IGU/ENTS-III/2026/ 3984-3985

Dated 09-07-2026

A copy of the above is forwarded to the following for information and necessary action:

1. A.R., O/o Vice-Chancellor (for kind information of the Hon'ble Vice-Chancellor), IGU, Meerpur, Rewari.
2. PA to Registrar (for kind information of the Registrar), IGU, Meerpur, Rewari.

for Registrar
9/7/2026
Dy. Registrar (Estt)



Advt. No. IGU/ENT/02/2026/ 3823

Dated: 03/07/2026

REQUIREMENT OF NON-TEACHING STAFF (DEPUTATION/CONTRACTUAL BASIS)

It is hereby notified for the information of all the concerned that Indira Gandhi University Meerpur, Rewari intends to fill up the following Non-Teaching Posts on deputation/contractual basis for a period of one year for deputation and six months for contractual basis or till the regular appointment is made whichever is earlier. The interested eligible candidates holding qualifications as per **Annexure-A** may apply on the prescribed proforma (copy attached) along with photocopy of their credentials. The application through proper channel or along with NOC is to be sent to the Registrar Indira Gandhi University Meerpur, Rewari, Pin 122502 Haryana latest by 20/07/2026 up to 05:00 P.M. positively.

Sr. No.	Name of the Post	No. of Post	Requirement
1.	Librarian (Acad. Pay Level - 14)	01	Applications are invited from the eligible employees working in Centre/State Government Undertaking/ Institutions/ Departments on deputation basis on usual terms and conditions initially for a period of one year or till the regular appointment is made, whichever is earlier.
2.	Assistant Librarian (Acad. Pay Level - 10)	01	Interested employees who are willing to join on deputation may apply through proper channel on the prescribed application form to be downloaded from the university website www.igu.ac.in . However, such employee may send advance copy of application form to the University address as given below so as to reach well before the last date of the application on the address as given below so as to reach well before the last date of the application.
3.	System Analyst (FPL-09)	01	
4.	Programmer (FPL-09)	01	
5.	Junior Engineer (FPL-06)	02 (Electrical & Civil each)	Note: In case no person found eligible for deputation or no one applies for the respective posts on deputation mentioned at Sr. No. 1 to 5, in that case the posts will be filled up on contractual basis preferably with the retired employees on the terms and conditions to be decided on mutual consent.
6.	Steno-Typist (FPL-02)	5	
7.	Clerk (FPL-02)	8	

Any type of corrigendum/addendum/amendments/notice/updating etc. related to this advertisement shall be uploaded on University website www.igu.ac.in. Further, the University will not send any further information/call letters post/newspaper. The qualifications of the post annexed as **Annexure-A**.

Instructions: -

1. The applications must reach to the office of Registrar, Indira Gandhi University, Meerpur, Rewari-122502 by 20/07/2026 up to 05:00 p.m.
2. The candidate must provide NOC of his/her department, in case he/she is shortlisted for deputation.
3. All the enclosed documents should be page numbered and self-attested.
4. Incomplete application and without relevant supporting documents attached with it will not be considered in any case.
5. No TA/DA shall be paid for attending the interview.
6. The selection on deputation shall be on temporary basis for a fixed time or till vacancy is filled on regular basis, whichever is earlier.

7. The University reserves the right to increase/decrease the number of posts or not to fill any post without assigning any reason.
8. Mere fulfillment of eligibility conditions does not entitle a candidate to be called for interview.
9. Incomplete application form will not be considered in any case.
10. Any type of corrigendum/addendum/amendments/notice/updating etc. related to this advertisement shall be uploaded on University website www.igu.ac.in.

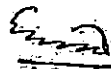
REGISTRAR

Endst No: IGU/ENTS/2026/ 3824-3858

Dated: 03-07-2026

Copy of the above is forwarded to the following for information and necessary action, please:

1. Dean, Academic Affairs, IGU, Meerpur, Rewari.
2. All Deans of Faculties/Dean of Colleges/Chairpersons of UTDs, IGU, Meerpur, Rewari.
3. The Finance Officer, IGU, Meerpur, Rewari.
4. The Joint Director (Local Audit), IGU, Meerpur, Rewari.
5. Director, University Computer Centre, with the request to upload the same on the University website.
6. A.R., O/p Vice-Chancellor (for kind information of the Hon'ble Vice-Chancellor), IGU, Meerpur, Rewari.
7. PA to Registrar (for kind information of the Registrar), IGU, Meerpur, Rewari.


03-07-2026
Deputy Registrar (Estt.)

INDIRA GANDHI UNIVERSITY, MEERPUR, REWARI

APPLICATION FORM FOR NON-TEACHING POST ON DEPUTATION /CONTRACTUAL BASIS

Advt. No.. IGU/ENT/02/2026

Application No:
(To be filled in by the office)

A signed passport
size recent
photograph of the
candidate duly
attested must be
pasted here

1. a) Post applied for _____
(Give the full and correct name of the post)

b) Advertisement No. _____

2. a) Name in Full (in block letters) _____

b) Father's Name _____

c) Mother's Name _____

3. a) Present Postal Address _____

b) Mobile No. _____

c) E-mail Address _____

4. Date of Birth _____

5. a) Do you belong to SC/BC/Ex-Serviceman/

Physically Handicapped category?

(If yes, attach a certificate from the competent authority)

c) Male/Female _____

d) Marital Status (Married/Unmarried) _____

6. a) Present employment, if any, with pay & grade _____

b) Date of next increment _____

c) Name of Employer _____

7 a) Have you ever been disqualified from
undertaking University/department work or
placed under suspension or FIR is registered
(Say Yes or No) _____

b) Is there any vigilance enquiry pending against
you? (Say Yes or No) _____

8. Educational Qualifications (from Matriculation onwards)

Exam Passed	Subject	Univ./ Board	Year of Passing	Class or Division	Max. Marks	Marks Obtained (Accurate)	% of Marks	Distinctions, if any
Matric								
Sr. Sec./ Pre-Univ./ Inter/10+2								
B.A./B.Sc./ B.Com.								
M.A./M.Sc./ M.Com.								
M.Phil.								
Ph.D. (Date Of Regn. of Ph.D.)								
NET/SET/etc.								
Any other exam.								

Note:- Attested copies of certificates in support of qualifications be attached with this application.

9. **Employment:- Give particulars concerning all periods of employment, including professional nature.**

Name of Employer/ Institution	Designation of the Post held and its pay scale	Duration of appointment		Basic Pay & allowances separately	Reasons for leaving
		From	To		

10. **List of the certificates (self-attested copies) attached:-**

- | | |
|------|-------|
| i) | vi) |
| ii) | vii) |
| iii) | viii) |
| iv) | ix) |
| v) | x) |
| xi) | xii) |

11. Additional information if any (attach separate sheet, if required)

I certify that the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed therein. There are no circumstances which may impair my fitness for employment in the I. G. University, Meerpur, Rewari.

Place

Date

.....
(Signature of the candidate)

③

CERTIFICATE FROM THE EMPLOYER, IF ANY

The application of Ms./Mrs./Shri/D^r. who is
at present working as in the
(Deptt./Organization) is recommended and forwarded for consideration for the post
of to the Registrar, I.G. University, Meerpur, Rewari. In
case, he/she is selected on deputation basis in the I.G. University, Meerpur, Rewari he/she
will be relieved of his/her present position.

Place:

Dated:

Signature of the Head
of the office/organization
(Seal of Office)

Annexure-'A' (01 to 03 Pages)

Sr. No.	Name of the Post	Qualifications
1.	Librarian	i) A Master's Degree in Library Science/Information Science/Documentation Science with at least 55% marks or an equivalent grade in a point scale wherever the grading system is followed. ii) At least ten years as a Librarian at any level in a University Library or ten years of teaching as Assistant/Associate Professor in Library Science or ten years' experience as a College Librarian, iii) Evidence of innovative library services, including the integration of ICT in a library. iv) A Ph.D. Degree in library science/information science/documentation/archives and manuscript-keeping.
2.	Assistant Librarian	i) A Master's degree in Library Science, Information Science or Documentation Science or an equivalent professional degree with at least 55% of marks (or an equivalent grade in a point scale wherever grading system is followed) ii) A consistently good academic record with knowledge of computerization of library. iii) Qualifying in the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph.D. degree in accordance with the University Grants commission (Minimum Standards and Procedure for Award of M.Phil/Ph.D. Degree), Regulations 2009 or 2016 and their amendments from time to time as the case may be; Provided that the candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bye-laws/Regulations of the Institutions awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfilment of the following conditions: a) The Ph.D. degree of the candidate has been awarded in regular mode b) The Ph.D. thesis has been evaluated by at least two external examiners; c) Open Ph.D. viva voce of the candidate had been conducted; d) The candidate has published two research papers from his/her Ph.D. work out of which at least one must be in a refereed journal; e) The Candidate has presented at least two papers based on his/her Ph.D. work in conferences/seminars sponsored/funded/supported by the UGC/ICSSR/CSIR or any other similar agency. iv) Hindi/Sanskrit upto Matric Standard. Note: (i) The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the university concerned. (ii) NET/SLET/SET shall also not be required for such Masters Programmes for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.

3.	System Analyst	i) B.E./B.Tech. in Computer Science & Engineering/Electronics Engineering through regular mode with at least 50% marks. ii) 05 years programming experience in languages like C/C++/JAVA etc. databases: MySQL/ORACLE with PHP etc. Foundations and practices under WINDOWS/LINUX/UNIX platforms from a recognized Public/PSU/Private organization. iii) Hindi/Sanskrit upto Matric Standard. OR i) M.E./M.Tech. in Computer Science & Engineering/Electronics Engineering/M.Sc. Computer Science/MCA with at least 50% marks. ii) 03 years' programming experience in languages like C/C++/JAVA etc. databases: MySQL/ORACLE with PHP etc. Foundations and practices under WINDOWS/LINUX/UNIX platforms from a recognized Public/PSU/Private organization. iii) Hindi/Sanskrit upto Matric Standard.
4.	Programmer	i) B.E./B.Tech. (CSE/IT) or MCA/M.Sc. (Computer Science/Software Engg./Information Technology) with at least 50% marks through regular mode. ii) Essential Experience: 2 years' experience as programmer in University System/Govt./Govt. aided Institution. iii) Hindi/Sanskrit upto Matric standard.
5.	Junior Engineer	Junior Engineer (Civil) i) B.E./B.Tech. (in Civil engineering) with 60% Marks and one year experience in the relevant field OR Three year Diploma in Civil Engineering with 60% Marks from a recognized institute preferably with 3 years' experience of Civil Works in Govt./Public Sector in construction and maintenance of building/relevant field. ii) Should have good knowledge of working on Computers. iii) Knowledge of Hindi/Sanskrit up to Matric/10th Standard. Junior Engineer (Electrical) i) B.E./B.Tech. (in Electrical Engineering) with 60% Marks and one year experience in the relevant field. OR Three year Diploma in Electrical Engineering with 60% Marks from a recognized institute preferably with 3 years' experience of Electrical Works in Govt./Public Sector/relevant field. ii) Should have good knowledge of working on Computers. iii) Knowledge of Hindi/Sanskrit up to Matric/10th Standard.
6.	Steno Typist	i) A Bachelor's Degree or its equivalent from any recognized university with at least 50% marks. ii) English short hand at the speed of 80 w.p.m. and transcription thereof at the speed of 20 w.p.m. OR Hindi short hand at the speed of 64 w.p.m. and transcription thereof at the speed of 15 w.p.m. on computer. iii) Candidate should be able to work on computers and with Internet and do data entry efficiently. iv) Knowledge of Hindi/Sanskrit upto Matric Standard.

7.	Clerk.	i) A Bachelor's Degree or its equivalent with at least 50% marks from a recognized University/Institution. ii) Required to qualify the written test. iii) Required to qualify the computer typing test at the speed of 35/25 words in English/Hindi per minute and computer test at the speed of 8000 depressions per hour in MS word. iv) Knowledge of Hindi/Sanskrit up to Matric/10th standard.
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हरियाणा पिछड़े वर्ग एवं आर्थिक रूप से
कमजोर वर्ग कल्याण निगम
(राज्य सरकार का उपक्रम)



Haryana Backward Classes & Economically
Weaker Sections Kalyan Nigam
(A State Govt. Undertaking)

S.C.O. 813-814, First Floor, Sector 22-A, Chandigarh, Ph. 0172-2701722

Ref. No: HBCKN/EA-II/2026/ 9502

Dated: 07.07.2026

To

All Head of the Departments/Boards/Corporations in Haryana

Subject: Filling up the vacant posts of Administrative Officer, Superintendent and District Manager in Haryana Backward Classes & Economically Weaker Sections Kalyan Nigam on deputation basis.

Kindly refer to the subject cited above.

2. In this regard, it is intimated that applications are invited from eligible candidates for filling up the following posts in Haryana Backward Classes & Economically Weaker Sections Kalyan Nigam (Headquarter and Field Offices) on deputation basis:

Sr. No.	Name of the post to be filled up	No. of posts	Eligibility conditions	Pay Scale of the post
1.	Administrative Officer	01	Officer working on equivalent post OR Superintendent having 3 years experience	FPL-7 (44900-142400)
2.	Superintendent	01	Officer working on equivalent post OR Deputy Superintendent having 5 years experience	FPL-7 (44900-142400)
3.	District Manager	08	Officer already working as Manager, District Manager, Project Officer, General Manager OR holding equivalent post and fulfills following criteria: 1. Two year experience in Administration, Planning, Management of Scheme in Govt./Semi Govt. Organization. 2. Basic knowledge of Computer (MS Word, MS Excel & Internet)	FPL-7 (44900-142400)

3. All terms & conditions of deputation would be the same as prescribed in the Haryana Civil Service Rules, 2016.

4. The Nigam reserves the right to post any employee appointed on deputation basis at Headquarter or in the field offices in Haryana State.

5. The time period for deputation will be for one year initially, which can be extended for three years after review on yearly basis subject to approval of parent department.

6. You are therefore, requested to send names and details of willing & eligible officers in the prescribed format at Annexure-I alongwith summary of ACRs for the last 10 years (attested copies) within 20 days from date of issuance of this memo i.e. upto 27.07.2026, through proper channel. Please ensure that the names of recommended officers should not be under any kind of disciplinary proceedings under Rule 7 or 8 of the Haryana Civil Services (Punishment & Appeal) Rules, 2016 and also free from any type of vigilance enquiry/judiciary proceeding.

7. The applications may be sent through e-mail on hbcknestablishment@gmail.com.

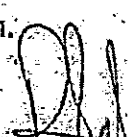

Accounts Officer
for Managing Director
Haryana Backward Classes
and Economically Weaker
Sections Kalyan Nigam

Endst No.: HBCKN/ EA-II /2026/7583-04

Dated: 07.07.2026

A copy of the above is forwarded to the following for information:

1. Accounts Officer, HBCKN, Head quarter, Chandigarh.
2. PA to Managing Director, HBCKN, Chandigarh.


Accounts Officer
for Managing Director
Haryana Backward Classes
and Economically Weaker
Sections Kalyan Nigam

PROFORMA
FOR SUBMISSION OF APPLICATION FOR
APPOINTMENT ON DEPUTATION

1.	Name of Applicant	
2.	Post against which application has been submitted	
3.	Gender	
4.	Date of Birth	
5.	Date of Joining service on regular basis	
6.	Present Designation	
7.	Place of posting	
8.	Date of appointment to present post	
9.	Pay Scale of the post presently held	
10.	Present Pay Level/Basic Pay of the Employee	
11.	Group of present post	
12.	Date of Retirement	
13.	Please attach copy of Appreciation letters, if received in your service career	
14.	Contact Details:	
	(i) Email ID	
	(ii) Mobile Number	

15. Education Qualifications:-

Sr. No.	Qualification/Degree	Years/Division	Institution/University

16. Experience Details:-

Sr. No.	Nomenclature of the post	Department/Board/ Corporation	Pay Level of the post held	From	To

17. Details of previous deputation/foreign assignment (if any):-

Sr. No.	Organization	Designation	From	To

18.	Whether debarred from deputation? If yes, please furnish details.	
19.	Whether cooling off period completed? If yes, date of return from previous deputation with details, wherever applicable.	

20. ACR Ratings for last 10 years, if available:-

Sr. No.	Year	Rating
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

I certify that the above details furnished by me are true and I am eligible for the post as the criteria laid down in the vacancy notice.

Name and signature of the applicant

Date:

Place:

For Office Use Only

Particulars of the applicant verified and found correct. No disciplinary proceedings under Rules 7 & 8 of the Haryana Civil Services (Punishment & Appeal) Rules, 2016 and not any type of vigilance enquiry is pending against the applicant. Therefore application is forwarded to MD, HBCKN for consideration.

Signature of HoD/Appointing Authority
alongwith Stamp



MAHARSHI DAYANAND UNIVERSITY, ROHTAK
(A State University established under Haryana Act No. XXV of 1975)

NAAC ACCREDITED 'A' GRADE

Email: dr.estb.nt@mdurohtak.ac.in

ESTABLISHMENT NON-TEACHING BRANCH

Establishment Branch(Non- Teaching)

Uce-1593
17/07/26
Endst. No. EN-4/200(Vol.-VI)/2026/7701-02 Dated: 16/07/26

Copies of letter No. IGU/ENTS-III/2026/3972-3983 dated 09.07.2026 and No. HBCKN/EA-II/2026/9502 dated 07.07.2026 received from the Deputy Registrar, IGU, Meerpur, Rewari and the Accounts Officer, Haryana Backward Classes and Economically Weaker Sections Kalyan Nigam, SCO No. 813-14, Sector-22-A, Chandigarh are forwarded to the following for information and necessary action:-

1. Librarian, Vivekananda Library, Maharshi Dayanand University, Rohtak with the request to display on the notice board.
- ✓ 2. Director, University Computer Centre, Maharshi Dayanand University, Rohtak with the request to display on the University website.

CO/ 17/7/26
D.A. as above

16/7/26
Superintendent (Estt. NT)