



चौधरी रणबीर सिंह विश्वविद्यालय, जीन्द
Chaudhary Ranbir Singh University, Jind
(A Haryana State Government University)
(Established by the Haryana State Legislature Act 28 of 2014 and
recognized by UGC Act 1956 U/S 2(f) & 12-B)

Prof. Loveleen Mohan

Registrar

No. CRSU/Estt./2023/ 2663

Ph. No. 01681-241001, 241004

Email: - registrar@crsu.ac.in

Dated: - 24-08-2023

To

The Registrar,
All State Universities of Haryana.

Subject – Filling up of Non-Teaching post on deputation basis.

Please refer to the subject cited above.

It is informed that Chaudhary Ranbir Singh University, Jind intends to fill up the 01 post of Assistant (Non-Teaching) on deputation basis from the State Universities of Haryana for a period of one year or till the regular appointments are made, whichever is earlier. Interested employees who are willing to join on the same post on deputation may apply through proper channel. The application form along with the number of post and prescribed qualifications are enclosed herewith as well as available on University website i.e. www.crsu.ac.in. The duly filled application form(s) must reach in the office of the undersigned within 15 days from the date of issue of this letter.

You are, therefore, requested to circulate this letter among your employees for information and further forward the application of interested employees to the undersigned.

DA:- As above.

Loveleen
REGISTRAR-23
21-08-23

Endst. No. CRSU/Estt./2023/ 2664-2669

Dated: - 24-08-2023

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

1. The Chairperson, Haryana State Higher Education Council (HSHEC), Panchkula.
2. The Director General, Department of Higher Education, Haryana, Panchkula.
3. The Joint Director (Audit), Chaudhary Ranbir Singh University, Jind.
4. The Finance Officer, Chaudhary Ranbir Singh University, Jind.
5. The System Analyst, Chaudhary Ranbir Singh University, Jind to upload the same on University Website.
6. PS to Vice Chancellor (for kind information of the Vice Chancellor), Chaudhary Ranbir Singh University, Jind.

Loveleen
REGISTRAR-23
21-08-23



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APPLICATION FORM

Name of the Post applied for _____

Paste your
Latest
Photograph

Name of the Applicant	
Father's Name	
Mother's Name	
Date of Birth	
Gender	
Category	
Marital Status	
Nationality	
Mobile No.	
Email ID	
Permanent Address	
Correspondence Address	
Employer Name	
Initial date of Joining Service on Regular Basis	
Initial post at the time of Appointment on Regular Service	
Present Designation	
Date of Appointment/Promotion to Present Post	
Education/Professional Qualification (For Details please attached extra sheet)	
Experience with the Name of the Organizations/Institutions (For Details please attached extra sheet)	
Any other Information	

Signature of the Applicant



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Qualifications for filling up the post of Assistant on Deputation Basis.

Sr. No.	Name of Post	No. of Post	Qualification
1.	Assistant	01	<p>1. Master's Degree having atleast 55% marks OR 1. Bachelor's Degree having atleast 60% marks. OR 1. Master's Degree and having atleast 5 years' of experience as Clerk on regular service in Government/ PSU/ Central/ State funded University OR 1. Bachelor's Degree having atleast 50% marks and having atleast 5 years' of experience as Clerk on regular service in Government/ PSU/ Central/ State funded University.</p> <p>2. Typing speed of 30 words per minute in English converted with equivalent key depressions as the typing speed would be tested on computers.</p> <p>3. Knowledge of Computer/ Internet.</p> <p>4. Hindi/Sanskrit as subject upto class Matric (10th) standard.</p>

Terms and Conditions

1. The applicant may apply for deputation on the same position subject to fulfilling the minimum eligibility condition/ qualifications.
2. The University reserves the right to decide about the number of vacancies to be filled up on deputation as per the requirement and suitability of the candidates.