

GENERAL INSTRUCTIONS

1. Rajasthan Technical University, Kota has been established by the Act No. 8 of 2006 by the Govt. of Rajasthan.
2. Detail information regarding the recruitment may be downloaded from the university website www.rtu.ac.in and the same is part of advertisement. Any change with regard to date and other information of advertisement will be displayed notified on University website and same will be final. No separate notification would be issued. The applicants are advised to keep themselves in touch with the university website which is final information for all the candidates.
3. Before applying, the candidates must go through the **selection criteria and procedure for direct recruitment to the position of Professor, Associate Professor and Assistant Professor as per Annexure-‘A’**.
4. The minimum, maximum age and relaxation shall be as per the DoP Notification no. F1(3)DoP/A-II/2021 dated 26-7-2021 and subsequent applicable amendment(s) time to time.
5. The present age of superannuation is 60 years and shall be effective as per prevailing orders of from the Government of Rajasthan.
6. In case of any discrepancy in the advertisement, all queries received through the university website seven days before the last date of application will be examined and enquired into by the University for ruling but the advertisement shall remain valid.
7. Educational qualifications, other terms & conditions for appointments for teaching posts of Engineering and Management shall be as per AICTE/RTU norms. For the teaching posts of Sciences (Physics, Chemistry and Mathematics), Humanities including English also shall be as per UGC/ AICTE/ RTU Statutes/ Universities Act 1974/ Rules/ Guidelines/ directions of the State Government issued from time to time.
8. The approved equivalent/relevant branches are mentioned in Annexure-‘B’. Further, if any specialization/branch is not available therein in AICTE basket, the University shall decide the equivalence. In case of any other nomenclature of relevant degree which may be submitted by any candidate, the same shall be examined by the University in light of AICTE/UGC/State Government norms/directions issued from time to time and also by University. University decision shall be final in this regard. Further, the incumbent faculty recruited in the past based on their qualifications/specializations acquired, will continue to be eligible for direct recruitment, subject to fulfillment of other eligibility criteria and higher qualifications as prescribed, if any, for various teaching posts.
9. Existing incumbents recruited as a faculty with the basic minimum qualifications and any other similar qualifications which were considered eligible at the time of recruitment or taken admission in such courses before publication of the AICTE Gazette dated 13th March, 2010 are to be considered as eligible for direct recruitment, subject to fulfillment of other eligibility criteria and higher qualifications as applicable currently, if any, for various teaching posts.
10. The qualification of Ph.D. acquired for the various level of posts directly after B.E/B.Tech. is applicable in Technical Institutions, provided degree of Ph.D. awarded is in relevant discipline by a recognized University following the process of registration, course work and evaluation etc. as prescribed by UGC or has been awarded by the Institutes of

national importance (i.e. IITs/IISc/NITs etc.), duly recognized by the MHRD. Further, candidate should have obtained at least first class at Bachelor's level in Engineering/Technology as per AICTE Notification dated 01.03.2019. If a class/division is not awarded, minimum of 60% marks in aggregate shall be considered equivalent to first class/division. If a Grade Point System is adopted the CGPA will be converted into equivalent percentage as per AICTE/UGC norms. Subject to conversion formula not provided by the degree awarding University/Institutions.

11. The candidates already in Government/Semi-Government/Autonomous Institutions/ PSUs/Universities/etc. must apply through proper channel and submit the '**No Objection Certificate**' along with their applications. In case any candidate fails to submit No Objection Certificate, the same is mandatorily is to be produced at the time of Interview, if shortlisted.
12. The appointments for Assistant Professor shall be made as Probationer-Trainee for a period of 2 years and one year for Associate Professor as well as Professor on fixed remuneration as per notification issued by the Government vide their order no. F. 15(1) FD/Rules/2017 dated 30.10.2017 and further rules, guidelines, direction of the State Government issued from time to time shall be effective.
13. After successful completion of probation trainee period he or she will be allowed minimum pay in the scale of the post and the period of probation shall not be counted for grand for of annual grade increments.
14. For pay protection purposes, applicants who are already in the services under Government/Semi-Government/Autonomous Institutions/ PSUs/Universities/etc. and have applied through proper channel shall be governed by the rules of the Government of Rajasthan in this regard.
15. All the candidates should submit their applications along with self- attested copies of all documents in support of academic and research performance and other scholarly and academic credentials/accomplishments on or before 30 Nov. 2023 Original certificates should be produced at the time of document verification before the interview.
16. Candidates desiring to apply more than one post should submit separate application from for each post.
17. Application fee for each post should be submitted along with each separate application form. It will be non-refundable.
18. The prescribed qualifications/experience is the minimum and the mere possession and fulfilling the essential and desirable qualifications of the same does not entitle the candidates to be called for the interview.
19. Merely applying for the post does not entitle the candidate to be called for interview.
20. Written test will be conducted for the post of Assistant Professor (Engineering, Management, Humanities, English and Sciences). In all such cases, syllabi shall be made available on university website rtu.ac.in. Further, Selection criteria and procedure for Assistant Professor, Associate Professor and Professor appointments shall be as per the Statutes for the Appointment of Teachers in University Departments.
21. The university reserves all rights for the assessment regarding the procedure and module of short listing. The University reserves the right to increase/decrease the number of posts or to fill or not fill any post or all the posts.

22. Applications shall be submitted only on prescribed form and supported by all the attested documents regarding educational qualification, work experience etc.
23. The candidates are required to pay application fee (Non-Refundable) with the each application form in the form of Demand Draft in favour of **Registrar, Rajasthan Technical University Kota** as under: Rs. 500/- for unreserved (UR), Rs. 250/- for SC/ST/EWS/MBC/OBC (Non-Creamy layer)/Disabled Persons.
24. The University is not liable to invite all eligible candidates for written test/interview. No TA/DA will be paid for appearing in the interview/written test.
25. The candidates are advised to regularly visit the University website to know about the activities/information related to Recruitment Process. The candidates are advised in their own interest to mention their correct mobile no. and email IDs in the application and ensure that mobile no. and Email ID remain valid for communication if required till the completion of recruitment process.
26. Selection of teachers shall be made in accordance with the Rajasthan universities teachers and officers Act no. 18 of 1974 and amendments from time to time and as per AICTE/UGC/State Government norms/directions/ University Statutes as applicable.
27. The Pension Scheme shall be applicable for the employees as per provision of State Government/University norms and further directions issued from time to time by the State Government shall be applicable.
28. Reservation will be strictly followed as per Rajasthan Government rules/notifications. Roster is applicable as per State Government Reservation policy including reservation for persons with disability as per Gazette notification of Government of Rajasthan January 24, 2019 and further directions issued from time to time.
29. Reservation policy of the Government of Rajasthan with all future policy retrospective effect shall be applicable. The reservation policy and quota will be allowed for those who are domicile of Rajasthan. Applicants/ residents of state other than Rajasthan will not be considered under the reservation policy of the Government of Rajasthan and they will be considered under general category.
30. Any reservation status and recruitment process shall be modified in accordance with the directives/latest rules of the State Government issued from time to time and in case any amendment(s) in service rules/recruitment process etc. are made, the appointment/recruitment shall be made accordingly. Candidates are advised to be updated by RTU website. For this, there may not be any notification issued separately.
31. For selection against the unreserved category post it will be necessary for the reserved category candidates to be eligible as unreserved category candidates. Applicants applying for the post of reserved category shall submit valid certificate of their category issued by the competent authority. If the relevant certificates for respective reserved categories are not enclosed with the application, the application may be rejected.
32. The applicant belonging to the SC/ST/OBC/MBC/UR/PH/W/WW/Ex-S/Others category of the state of Rajasthan should indicate his or her category at the place provided in the application form and attach image of self-attested hard copy of the latest valid certificate issued by the competent authority as per rule.
33. OBC non creamy layer certificate of the candidate issued by competent authority as per the rule of state of Rajasthan must not be older than 6 months.

34. Every married women applicant must submit caste certificate SC/ST/ EWS/ OBC/ MBC issued on the basis of name/ residence/ income of her father and in such case the caste certificate issued on the basis of name/ residence/ income of her husband shall not be considered as valid.
35. Orders issued in respect of number of children by the Government of Rajasthan from time to time shall be applicable.
36. **Experience documents clearly mentioning** pay scale, period of service, name of the post whether full-time/part time, whether regular/temporary on contract/adhoc basis etc., will be required to be submitted. **Certificates lacking any of the above aspect may not be considered.**
37. In case of any incorrect wrong fake information by the applicant in the selection process the university reserves all rights as regards cancellation of candidature/ appointment and any prior correspondence in this regard with the applicant shall be considered as null and void even after issuance of the appointment letter.
38. Services of the selected candidate will be governed by the rules and regulations of the Rajasthan Technical University, Kota that may be in force and that may be made by the University from time to time. They may also be assigned other activities of the University outside the Headquarter Kota, as per the requirements.
39. The complete work of all teaching departments is to be performed in English language but knowledge of Hindi is essential. The applicant should be efficient to teach in English language.
40. Decision of the University shall be final on eligibility of any other degree submitted by any applicant & all those issues which require special attention and are not clearly defined in relevant applicable norms. Other guidelines regarding service issued by Government of Rajasthan from time to time shall be applicable after approval of the vice chancellor or BoM as deemed necessary. All the legal matters shall be within the state of Rajasthan.
41. Last date for fulfilling eligibility qualifications shall be the last date of submission of application i.e. 30th Nov., 2023.
42. Last date for receipt of application is 30th Nov., 2023 at 5.00 p.m.. Incomplete applications or applications received after last date shall not be considered. **Application will be considered only if hard copy application form duly filled are received by due date and time.** University shall not be liable for any postal delay while entertaining application forms.
43. Applications completed in all respect must reach office of **Registrar, Rajasthan Technical University, Rawatbhata Road, Kota-324010** on or before the last date and time, failing which candidature of the application shall not be considered for the post.
44. The Candidate must mention “**Application for the post of _____ in the department of _____ in RTU Kota**” on the envelope containing the hard copy of the Form and Annexure. Further, the University will not be responsible for any postal delay.

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