

RAJKIYA ENGINEERING COLLEGE, KANNAUJ
General instruction and selection criteria for the different Non-Teaching posts

ADVERTISEMENT NO. 153/01/Non Teaching/RECK/2023

dated 09/08/2023

RECRUITMENT FOR NON-TEACHING POSTS

Online Applications are invited for the following Administrative Posts as per the details given below:-

(A) Details of vacant Posts:-

1. Registrar- 01 post (Basic 15600-39100, GP- 6600 & Level – 11, U.R.)

Essential Qualification & Experience:

First Class or High Second Class Bachelor's Degree with working in an equivalent grade

OR

First Class or High second class Bachelor's Degree with 7 year experience in a responsible administrative capacity in an University, a Technical Institute or in any Govt. Department.

2. Workshop Superintendent- 01 post (Basic 15600-39100, GP- 6600 & Level – 11, U.R.)

Essential Qualification & Experience:

First Class Master's Degree in Mechanical/Production/Industrial Engineering with 5 years Experience in reputed workshop.

OR

Bachelor's Degree in Mechanical or Industrial or Production Engineering with 7 years experience in any reputed industry or workshop as Assistant Engineer or equivalent.

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General Conditions and Important Information for Candidates:-

1. Online applications can be submitted through the Link available on the Institute website, www.reck.ac.in, from 09/08/2023 to 09/09/2023.
2. A candidate must download the form from the appropriate link available on the institute website, and the filled form must be uploaded through the link by entering his/her valid credential.
3. A printed copy of the application form along with self-attested copies of all supporting documents and a demand draft of Rs. 1000.00 (Persons with disability are exempted from the application fee) in favour of the Director, Rajkiya Engineering College, Kannauj (UP) payable at Kannauj should be sent only through registered post/speed post to the **Director, Rajkiya Engineering College, Kannauj-209732 UP, India**, to reach on or before 20/09/2023. The advertisement number and name of the post should be clearly mentioned on the front top of the envelope.
4. Candidates applying for two or more posts must send separate applications with the requisite application fee and supporting documents.
5. All post-carry allowances and other benefits as approved by the Govt. of Uttar Pradesh. Higher pay may be considered for highly qualified & experienced candidates.
6. The Institute reserves the right not to fill any or all the advertised posts.
7. The employed candidates must send their applications through the proper channel. However, an advance copy may be sent, and NOC must be produced at the time of the interview.
8. No TA/DA shall be provided to the candidates for attending the interview.
9. Candidates should essentially bring the original documents in support of their claim in the application form and as prescribed in the interview letter failing which they shall not be considered for interview.
10. The qualification and experience prescribed are the minimum, and mere possession of the same shall not entitle a candidate to be called for the interview.
11. The qualification and experience prescribed are the minimum, and experience after the last date of application submission shall not be considered in any case.
12. A Scrutiny-cum-Screening Committee shall be constituted for the purpose of the scrutiny/screening of applications. The Screened/Scrutinized candidates may be called for a written test followed by an interview. A candidate will be required to submit NOC from the employer.
13. Incomplete applications or applications received after the last date shall not be entertained.
14. All appointments made against these posts shall be governed by the rules and regulations as prescribed by the Institute/U.P. Govt. from time to time.

Director