

ASSOCIATION OF INDIAN UNIVERSITIES
AIU HOUSE, 16, COMRADE INDRAJIT GUPTA MARG,
NEW DELHI-110 002

No.AIU/Admn/Rectt./2024/

Dated:8.5.2024

Vacancy Notification

Association of Indian Universities (AIU), an apex Inter-University Organisation invites applications for the following posts from eligible candidates for appointment on contractual basis. Duly completed applications should reach AIU within 21 days from the date of publication of advertisement in the Newspaper:

Sl. No.	Name of the Posts	Consolidated Salary	No. of posts
1.	Consultant (Admn)*	Rs.40,000/Rs.50,000/ Rs.60,000/Rs.70,000/- pm	01
2.	Young Professionals (YPs)	Rs.50,000/- p m	04

*The candidates who have applied earlier for the post of Consultant (Admn) vide advertisement No.AIU/Admn/Rectt./2023/ dated 9.10.2023 published in the Employment News dated 21-27 October, 2023 need not apply again. However, the candidate may send updated information, if any.

Educational Qualifications, eligibility and other requirements etc., for contractual appointment are as under:

1. Consultant(Admn)-01post (on contract for six months),
Age Limit: Not exceeding 65 years

Essential:

The candidates retired from Govt. Sector at the level of Section Officer/Under Secretary/Deputy Secretary/Joint Secretary or equivalent level having relevant work experience in the field of Establishment/General Administration/Higher Education Administration in Govt. departments/ Autonomous Bodies/ Universities.

Note: The remuneration to the Consultant shall be paid @ of last pay drawn (basic pay plus DA) minus pension plus DA subject to maximum of Rs.40,000/-, Rs.50,000/-, Rs.60,000/- & Rs.70,000/- pm for the candidate retired from the posts of Section Officer/Under Secretary/Deputy Secretary and Joint Secretary or eq. level.

2. Young Professionals (YPs)-04 (on contract) for one year
Remuneration Rs.50,000/- per month (Fixed)

Age Limit: Not exceeding 35 years.

Essential:

Master's degree in relevant subject or possessing any Professional Degree with at least 55% marks or an equivalent grade in a point scale from a recognised university with consistently good academic record after a study of 5 years or more acquired after 10+2 or BE/B. Tech or 2 years PG Diploma in Management or CA or ICWA.

Desirable: Persons with additional qualifications, research experience, published papers and post qualification experience in the relevant field will be preferred. The YPs should have excellent communication and

interpersonal skills with a strong flair for in depth handling of requisite work.

General instructions and guidelines:

1. The crucial date for determining the age limit shall be the closing date for receipt of applications;
2. Mere fulfillment of eligibility criteria shall not necessarily entitle an applicant to be called for test/interview. The Association reserves the right to relax any of conditions and shortlist the applicants in a manner as it may specify;
3. No TA/DA shall be payable to applicant for any journey performed for attending the test/interview.
4. The Association reserves the right of not filling any advertised post(s) without assigning any reason.
5. The Association reserves the right to increase or decrease the number of posts to be filled-up and may or may not fill any post(s) and its decision in this regard shall be final.
6. The envelope containing application should be super-scribed as "Application for the post of.....".
7. Prescribed application form can be downloaded from the AIU website: <http://www.aiu.ac.in>
8. Applications on prescribed form complete in all respect along with application fees of Rs.500/- through Demand Draft favoring Association of Indian Universities, payable at New Delhi should reach to the Secretary General, Association of Indian Universities, AIU House, 16, Comrade Indrajit Gupta Marg, New Delhi 110 002 within 21 days from the date of publication of advertisement in the Newspaper dated 28th May, 2024 (**17th June, 2024 being holiday, the last date for receipt of application is 18th June, 2024**).

Secretary General