

**DETAILED QUALIFICATIONS, EXPERIENCE, REQUIREMENTS AND OTHER RELEVANT INFORMATION FOR THE POSTS ADVERTISED VIDE ADVT. NO. 02/2016 WITH THE LAST DATE FOR RECEIPT OF APPLICATIONS AS 22.08.2016.**

**1. Dean, College of Veterinary Science (one) - for a term of four years**

1. B.V.Sc. & A.H./B.V.Sc. at least second division with Ph.D. in any branch of Veterinary & Animal Science.
2. 12 years experience in teaching/research/extension out of which five years must be as Professor or equivalent.
3. i) Administrative experience in responsible teaching/research/extension posts and ability to organize and supervise the work of others.  
ii) Substantial contributions to teaching/research and scholarship as evidenced by the teaching innovations/quality of papers published in professional journals of repute, adoption of results of research/ extension education.
4. Matric level certificate of Punjabi language (if not, the candidate is required to pass the same within one year of appointment).

**2. Director of Research (one)- for a term of four years**

1. Ph.D. in any Branch of Veterinary and Animal Science\*\*.
2. 12 years experience in teaching/research/extension out of which five years must be as Professor or equivalent.
3. i) Administrative experience in responsible teaching/research/extension posts and ability to organize and supervise the work of others.  
ii) Substantial contributions to teaching/research and scholarship as evidenced by the teaching innovations/quality of papers published in professional journals of repute, adoption of results of research/ extension education.
4. Matric level certificate of Punjabi language (if not, the candidate is required to pass the same within one year of appointment).

(\*\*only for the existing faculty of GADVASU, Ludhiana).

**3. Deputy Director (Training) at KVK, Booh, Tarn Taran**

- i) Ph.D. degree in field of Agriculture/Horticulture/Veterinary Science/Animal Sciences/ Fisheries/Agricultural Engineering/ Home Science/ Agro forestry.
- ii) Master's degree in the relevant discipline with OCPA of 6.50 out of 10.00 or 65% marks.
- iii) Eight years experience in teaching/research/extension education in the relevant area at the level of Asstt. Professor or equivalent (The period spent in obtaining Ph.D. degree will not be counted as research experience).

- iv) Substantial contributions to research as evidenced by quality of papers published with a minimum of 5 publications as books and/or research/policy papers in indexed/ ISBN/ISSN numbered journals and as ISBN/ISSN numbered books and/or adoption of results of research, innovations in teaching/extension education.
- v) Matric level certificate of Punjabi language. (If not, the candidate is required to pass the same within one year of appointment).

#### **Job Responsibilities:**

- i) Extension/ Research/Teaching duties.
- ii) Specialization in implementing extension education programme.
- iii) To take initiative/steps in bringing research projects for strengthening the research, teaching and extension education programme.
- iv) Any other duty assigned from time to time.

#### **4. Clerk**

##### **Minimum qualifications:-**

- i) Graduate from recognized University.
- ii) Possesses at least one hundred and twenty hours course with hands on experience in the use of personal computer or "Information Technology in Office Productivity Application" or "Desktop Publishing Applications" from a Govt. recognized Institution or a reputed Institution, which is ISO 9001, certified.

**OR**

- iii) Possesses a Computer Information Technology Course equivalent to "O" level certificate of Department of Electronics, Accreditation of Computer Courses (DOEACC) of Govt. of India.
- iii) Knowledge of Punjabi upto Matric level.
- iv) Typing speed at 30 w.p.m. in Punjabi and English each.
- v) Shorthand speed of 80 w.p.m. in English to be transcribed at a speed of 15 w.p.m.

##### **Desirable qualifications:-**

- i) Any additional qualifications.
- ii) Experience of working.

#### **Selection Procedure**

The university will prepare a score card. As per the merit of the score card, the candidates 10 times the number of posts shall be called for test in shorthand (English), and type test in English and Punjabi. The candidates who pass the tests shall be appointed on the basis of merit list of the score card.

##### **Job responsibilities:-**

- 1) Clerical, Stenography and Store keeping.
- 2) Any other duty assigned from time to time.

## 5. Driver

1. Should be atleast Graduate, must possess a driving licence for driving heavy duty and light vehicle followed by atleast 5 years' experience in driving, repairs etc. in the Government Department or Registered Transport Company.
2. Knowledge of Punjabi upto Matric level.
3. Employees of the Guru Angad Dev Veterinary and Animal Sciences University who are Matric pass and possess valid heavy duty and light vehicle driving license and have completed 5 years' service as Bus Cleaner or a Driver on contract are also eligible.

## 6. Post Mortem Attendant

### Qualifications:

Diploma in Veterinary Science and Animal Health Technology with knowledge of carcass handling and performing post mortem examination. A person should have knowledge of Punjabi upto Eighth standard.

**OR**

10+2 (Medical stream) with three (3) years of experience in performing post mortem examination of animals or handling carcass in *Hadda Rori* or in an Educational institution. Certificate from Local Councillor/Contractor who has worked with educational institute, related to post mortem be attached. Knowledge of Punjabi is must upto Eighth standard.

**OR**

Matric with five (5) years of experience in performing post mortem examination of animals or handling carcass in *Hadda Rori* or in an educational institute. Certificate from Local Councillor/Contractor who has worked with educational institute, related to post mortem be attached. Knowledge of Punjabi is must upto Eighth standard.

### Desirable qualifications:-

The person should be young educated, fresh, healthy, smart who opts to work with dead animals and maintain cleanliness/proper record keeping and able to do any other services etc.

**Note:-** The assessment of the candidate for the post will also be done on the basis of on-spot performance of post mortem conduct/examination of animals of any given species to the candidate. The conduct of on-spot examination will be carried out by Department official/committee members as constituted by the competent authority (GADVASU).

## 7. Chowkidar

### Minimum qualifications:-

10+2 with good physique and Knowledge of Punjabi upto Matric level.

**Desirable:-** Higher Education, experience.

**8. Sweeper**

Must have passed Middle and having knowledge of Punjabi.

**Experience:-**

Five years of experience in sweeping and cleaning animal farms, hospital, slaughter house, sewerage and/or treatment plant.

**Job Responsibilities:-**

Cleaning and maintenance of animal farms and animal hospital, laboratory and all related establishment, including handling of dead animals.

-Sd-  
Registrar  
GADVASU