



महात्मा गांधी अंतरराष्ट्रीय हिंदी विश्वविद्यालय  
Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya  
(संसद द्वारा पारित अधिनियम 1997, क्रमांक 3 के अंतर्गत स्थापित केंद्रीय विश्वविद्यालय)  
(A Central University established by Parliament by Act No. 3 of 1997)  
नेक द्वारा 'A' ग्रेड प्राप्त Accredited with 'A' Grade by NAAC

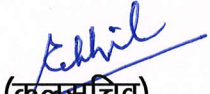
श्री सुशील पखिडे  
कार्यकारी कुलसचिव  
Sushil Pakhide  
Acting Registrar

दूरभाष/Phone : +91-7152-230902  
फैक्स/Fax: + 91-7152-247602

क्रमांक : 006/Estt./2010/05/Vol. VII/1705  
दिनांक : 14.11.2019

### सूचना

गैर-शैक्षणिक/अकादमिक संवर्ग के रिक्त पदों के लिए विश्वविद्यालय द्वारा जारी विज्ञापन क्रमांक MGAHV/10/2019 दिनांक 11.11.2019 आवश्यक संशोधनोपरांत पुनः अपलोड (upload) किया जा रहा है।

  
(कुलसचिव)





**EMPLOYMENT NOTICE FOR NON-TEACHING AND  
ACADEMIC (Non-Vacational) POSTS**

**No. MGAHV/10/2019, Date: 11.11.2019**

*Online applications are invited for filling up the following posts:*

Post Code	Post Name	Pay Scale	No. of Posts	Category
<b>(A) Non-Teaching Posts</b>				
01	Assistant Regional Director (Leave Vacancy)*	7th CPC, Level -10, Rs.56,100/-	01	UR
02	Section Officer (Leave Vacancy)*	7th CPC, Level-07, Rs. 44,900/-	01	UR
03	Assistant Engineer \$	7th CPC, Level-07, Rs. 44,900/-	01	UR
04	Personal Assistant	7th CPC, Level -06, Rs. 35,400/-	02	UR
05	Professional Assistant	7th CPC, Level -06, Rs. 35,400/-	02	UR
06	Assistant (Leave Vacancy)*	7th CPC, Level -06, Rs. 35,400/-	01	UR
07	Technical Assistant	7th CPC, Level -05, Rs. 29,200/-	01	UR
08	Technical Assistant (Computer)	7th CPC, Level -05, Rs. 29,200/-	01	UR
09	Technical Assistant (Leave Vacancy)*	7th CPC, Level -05, Rs. 29,200/-	01	UR
10	Technical Assistant (Computer) (Leave Vacancy)*	7th CPC, Level -05, Rs. 29,200/-	01	UR
11	Stenographer	7th CPC, Level -04, Rs. 25,500/-	02	UR
12	Laboratory Assistant	7th CPC, Level -04, Rs. 25,500/-	01	UR
13	Library Assistant	7th CPC, Level -03, Rs. 21,700/-	01	UR
14	Hindi Typist	7th CPC, Level -02, Rs. 19,900/-	01	UR
15	Laboratory Attendant	7th CPC, Level -01, Rs. 18,000/-	01	UR
16	Library Attendant	7th CPC, Level -01, Rs. 18,000/-	01	UR
<b>(B) Academic (Non-Vacational) Posts</b>				
17	Research Officer	7th CPC, Level -10, Rs. 56,100/-	02	UR
18	Research Officer (Leave Vacancy) *	7th CPC, Level -10, Rs. 56,100/-	01	OBC
19	Assistant Coordinator	7th CPC, Level -10, Rs. 56,100/-	01	UR
20	Language Associate	7th CPC, Level-06, Rs. 35,400/-	03	2 UR, 01 OBC
21	Grammar Associate	7th CPC, Level-06, Rs. 35,400/-	01	OBC

**\*Leave Vacancy :** University employees on seniority basis may be considered for adhoc promotion.

**\$ On Deputation/Contract Basis**

The last date for submission of online application is **21 (Twenty one) days** from the date of publication of the advertisement in the Employment News/Rozgar Samachar. Corrigendum, if any, in this regard shall be published on the University website only.

**Submission of ONLINE Application is essential.** Its printed copies along with annexures by fresh candidates and advance copy by in-service candidates should reach the University by post (Registered/Speed post only) after 7 days of submission of last date of online application. Please visit official website of the University: [www.hindivishwa.org](http://www.hindivishwa.org). for details regarding eligibility, experience and desirable qualifications etc.

*Abhilash*  
Registrar 14/11





**MAHATMA GANDHI ANTARRASHTRIYA HINDI  
VISHWAVIDYALAYA**

*A Central University Established by Parliament by Act No 3 of 1997)*

Post Hindi Vishwavidyalaya, Gandhi Hills, Wardha-442001 (Maharashtra)

Telephone: (07152)230902,255707; Website:www.hindivishwa.org

**Details of Advertisement for Non-Teaching and Academic (Non-Vacational) Posts**

(Ref.: Advertisement No. MGAHV/10/2019 dated 11/11/2019)

Online applications are invited for filling up the following Non-teaching and Academic (Non-vacational) posts under category and Pay Level along with essential and desirable qualifications etc. required for the posts are given below:

Post Code	Post	No. of Post with Category	Maximum Age for application	Essential Qualification
<b>(A) Non-Teaching Posts</b>				
01	<b>Assistant Regional Director</b> (Leave Vacancy) *  Pay Level -10 (Rs. 56,100/-)	One (01-UR)	Not more than 55 years	a) Master's Degree with at least 55% of the marks or an equivalent grade of 'B' in the UGC 7 point scale along with a good academic record.  b) Five years of experience in Administration/ Establishment/ Finance and Accounts/ Store and Purchase etc. as Section Officer or in pay level 7 in the Central/State Govt. / Autonomous Organization/University etc.  <b>Desirable:</b> 1. One year Diploma in Computer Application. 2. Knowledge of Hindi reading/writing/speaking.
02	<b>Section Officer</b> (Leave Vacancy) *  Pay Level -07 (Rs. 44,900/-)	One (01-UR)	Not more than 45 years	1. Bachelor's Degree 2. 5 Years experience as Superintendent/ Assistant in the Pay Level-06 Central/State University/Offices.  <b>Desirable:</b> Knowledge of Hindi reading/writing/speaking.
03	<b>Assistant Engineer</b> (On Deputation/Contract) \$  Pay Level-07 (Rs. 44,900/-)	One (01-UR)	Not more than 40 years	A Degree in Civil Engineering with 5 years' experience supervising Civil works in Central/State University/Offices.  <b>Desirable:</b> Knowledge of Hindi reading/writing/speaking.
04	<b>Personal Assistant</b>  Pay Level -06 (Rs. 35,400/-)	Two (02-UR)	Not more than 40 years	a) Bachelor's Degree with: i) Typing Speed 30 wpm in Hindi or 40 wpm in English. ii) Stenography Speed 100 wpm in Hindi or 120 wpm in English. b) 5 years' experience as Stenographer in scale of pay Level -04 (Revised)  <b>Desirable –</b> Knowledge of Hindi reading/writing/ speaking is essential.
05	<b>Professional Assistant</b>  Pay Level -06 (Rs. 35,400/-)	Two (02-UR)	Not more than 40 years	a) M.Lib.Sc./MLISC. or equivalent with 50% marks OR  Master's Degree in Arts/Science/ Commerce or any other discipline with 50% and B.Lib Sc./B.L.I.Sc. with 50% marks  b) Computer Science/ Application paper at Graduate/ PG level or one year Diploma in Computer Application/PGDCA six months computer science/Application course from a recognized institution.  <b>Desirable:</b> Knowledge of Hindi reading/ writing/speaking.



06	<b>Assistant</b> (Leave Vacancy) *  Pay Level -06 (Rs. 35,400/-)	One (01-UR)	Not more than 40 years for direct recruitment	a) Bachelor's Degree. b) Working knowledge of Computer. c) Knowledge of Hindi reading/ writing/ speaking. <b>Desirable:</b> One year Diploma/Certificate in Computer Application.
07	<b>Technical Assistant</b>  Pay Level -05 (Rs. 29,200/-)	One (01-UR)	Not more than 35 years	a) Bachelor's Degree in Library Science with one year Diploma in Computer Application/PGDCA. b) Knowledge of Hindi reading/ writing/ speaking.
08	<b>Technical Assistant</b> (Leave Vacancy) * Pay Level -05 (Rs. 29,200/-)	One (01-UR)	Not more than 35 years	a) Bachelor's Degree in Library Science with one year Diploma in Computer Application /PGDCA. b) Knowledge of Hindi reading/ writing/ speaking.
09	<b>Technical Assistant</b> (Computer)  Pay Level -05 (Rs. 29,200/-)	One (01-UR)	Not more than 35 years	a) A Bachelor's Degree with one year Diploma in Computer Application/ Information Technology / PGDCA. b) Knowledge of Hindi reading/ writing/ speaking.
10	<b>Technical Assistant</b> (Computer) (Leave Vacancy) * Pay Level -05 (Rs. 29,200/-)	One (01-UR)	Not more than 35 years	a) Bachelor's Degree with one year Diploma in Computer Application / Information Technology / PGDCA. b) Knowledge of Hindi reading/ writing/ speaking.
11	<b>Stenographer</b>  Pay Level -04 (Rs. 25,500/-)	Two (02-UR)	Not more than 35 years	Bachelor's Degree with a) Typing Speed 25 wpm in Hindi and 30 wpm in English b) Stenography Speed 80 wpm in Hindi and 100 wpm in English <b>Desirable:</b> Knowledge of Hindi reading/ writing/speaking
12	<b>Laboratory Assistant</b>  Pay Level -04 (Rs. 25,500/-)	One (01-UR)	Not more than 40 years	Bachelor's Degree in Computer Application or Information Technology from a recognized University. <b>Desirable:</b> 1. Experience in computer laboratory of an Academic / Research Institutions. 2. Knowledge of Hindi reading/writing/speaking.
13	<b>Library Assistant</b>  Pay Level -03 (Rs. 21,700/-)	One (01-UR)	Not more than 40 years	a) Bachelor's Degree in Library Science. b) One year Diploma in Computer Application/PGDCA from a recognized University/Institution. <b>Desirable -</b> Knowledge of Hindi reading/writing/speaking.
14	<b>Hindi Typist</b>  Pay Level -02 (Rs. 19,900/-)	One (01-UR)	Not more than 30 years	a) 10+2 or its equivalent examination from a recognized Board. b) Typing Speed 30 wpm in Hindi on Computer and Typewriter. <b>Typing Test:</b> 1. Speed in Hindi: 30 wpm 2. Speed in English: 40 wpm <b>Desirable:</b> 1. One year Diploma in Computer Application. 2. Knowledge of Hindi reading/writing/speaking.
15	<b>Laboratory Attendant</b>  Pay Level -01 (Rs. 18,000/-)	One (01-UR)	Not more than 28 years	Senior secondary or its equivalent from a recognized Board. <b>Desirable:</b> 1. Working Knowledge of Computer with experience of two years. 2. Knowledge of Hindi reading/writing/speaking.



16	<b>Library Attendant</b> Pay Level -01 (Rs. 18,000/-)	One (01-UR)	Not more than 28 years	10+2 or its equivalent examination from a recognized Board. <b>Desirable:</b> 1. Certificate course in Library Science from recognized Institute/University. 2. Working knowledge of computer. 3. Knowledge of Hindi reading/writing/speaking.
<b>(B) Academic (Non-Vacational) Posts</b>				
17	<b>Research Officer</b> Pay Level -10 (Rs. 56,100/-)	Two (02-UR)	Not more than 40 years	a) Good academic record with at least 55% (50% for SC/ST/PWD/OBC-NCL) marks (or and equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level in Hindi or a relevant subject from an Indian University/an equivalent degree from an accredited foreign University. b) Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009.  Provided that the candidates registered for the Ph.D. Programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bye-laws/Regulations of the Institutions awarding the degree.
18	<b>Research Officer</b> (Leave Vacancy) * Pay Level -10 (Rs. 56,100/-)	One (01-OBC)	Not more than 40 years	a) Good academic record with at least 55% (50% for SC/ST/PWD/OBC-NCL) marks (or and equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level in Hindi or a relevant subject from an Indian University/an equivalent degree from an accredited foreign University. b) Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009.  Provided that the candidates registered for the Ph.D. Programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bye-laws/Regulations of the Institutions awarding the degree.
19	<b>Assistant Coordinator</b> Pay Level -10 (Rs. 56,100/-)	One (01-UR)	Not more than 50 years	Master's Degree in Hindi or any relevant branch of learning with at least 55% (50% for SC/ST/PWD/OBC-NCL) of the marks or its equivalent grade of 'B' in the UGC 7 point scale along with a good academic record, as laid down by UGC. <b>Desirable :</b> a. Ph.D. Degree in Hindi or any relevant branch of learning as per UGC norms. b. Good working knowledge of computer c. Excellent knowledge of Hindi reading / writing / speaking.
20	<b>Language Associate</b> Level -06, (Rs. 35,400/- )	Three (02-UR, 01-OBC)	Not more than 35 years	Master's Degree in Hindi / Sanskrit / Linguistics / Language Technology with at least 55% (50% for SC/ST/PWD/OBC-NCL) of the marks or its equivalent grade of 'B' in the UGC 7 point scale along with a good academic record, as laid down by UGC. <b>Desirable :</b> a. Ph.D. in Hindi / Sanskrit / Linguistics / Language Technology as per UGC norms. b. PGDCA / PGDCA (LT) with good working knowledge of computer operating systems. c. Excellent knowledge of Hindi reading / writing / speaking.

*f*

21	<b>Grammar Associate</b> Level -06, (Rs. 35,400/-)	One 01-OBC)	Not more than 35 years	<p>Master's Degree in Hindi / Sanskrit / Linguistics / Language Technology with at least 55% (50% for SC/ST/PWD/OBC-NCL) of the marks or its equivalent grade of 'B' in the UGC 7 point scale along with a good academic record, as laid down by UGC.</p> <p><b>Desirable :</b></p> <p><b>a.</b> Ph.D. in Hindi / Sanskrit / Linguistics / Language Technology as per UGC norms.</p> <p><b>b.</b> PGDCA / PGDCA (LT) with good working knowledge of computer operating systems.</p> <p><b>c.</b> Excellent knowledge of Hindi reading / writing / speaking.</p>
----	--	----------------	------------------------------	---

f



## General Instructions

1. Online mode of submission of application shall be essential. Advt. No., Post code and the posts applied for should be clearly indicated in the online application form.
2. All applicants must fulfill essential qualifications of the post(s) and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying that they possess the minimum essential qualification laid down for the post in the advertisement.
3. Applications not in conformity with the requirements indicated in this advertisement, incomplete without any enclosures (attested/self-attested copies of the all certificates of their educational qualifications, experience and proof of remittance of fees etc.), received after the last date, applications not accompanied with requisite application fee and not in prescribed proforma will not be entertained.
4. **The MGAHV reserves the right:**
  - a) to increase/decrease the number of posts at the time of interview/selection and make appointments accordingly.
  - b) to fix criteria for Screening/short-listing the applications/applicants.
  - c) to raise the standard of specifications to restrict the number of candidates to be called for interview.
  - d) to withdraw the advertisement either partly or fully at any time without assigning any reason.
  - e) to fill or not to fill up some or all the posts advertised for any reasons whatsoever.
  - f) to draw up reserve panel/waiting list(s), which will be valid for one year from the date of approval of the competent authority.
  - g) to relax any of the qualifications, experiences, age etc. in exceptionally deserving cases for all posts on the recommendations of the Screening and/or Selection Committee.
  - h) to alter/insert any corrections/additions in the advertisement on the website, if required, before the last date prescribed for the receipt of applications.
  - i) The Selection Committee may decide its own method of evaluating the performance of the candidates in interview, where method of recruitment is interview.
  - j) In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after the issue of appointment letter, the MGAHV reserves right to cancel any communication made to the candidate.
5. All candidates belonging to General/OBC Category applying for Group-A post are required to deposit application fee @ Rs. 1,000/- (One Thousand Rupees only) and applying for other posts @ Rs 500/- (Five hundred Rupees only) for each post they apply, through Online Payment Gateway ONLY (Fee once deposited will not be returned or adjusted)

**The fee structure as per details given below:-**

Sl. No.	Post code	Fee
01	01,17,18,19	1000/-
02	02,03,04,05,06,07,08,09,10,11,12,13,14,15,16,20,21	500/-

**Note : Regular employees of the university applying for the posts on Deputation/Contract basis and on Leave Vacancy do not need to pay any fee for the application.**

6. The SC/ST/PWD (Divyang)/Women candidates and in-service candidates (regular employees) of MGAHV, Wardha are exempted from paying application fee.
7. **Separate Application along with application fee should be submitted for each post applied for.**
8. Relaxation in age limit may be allowed to SC/ST/OBC/PWD candidates and employees working in Central/State/University/Autonomous Bodies etc. in accordance with the instructions/guidelines/orders issued by the Govt. of India from time to time in this regard.
9. Person suffering from not less than 40% of the relevant disability shall be eligible for the benefit of the reservation for Divyang.
10. The Reservation to OBC (non-creamy layer) candidates shall be applicable as per the directives of the Government of India amended from time to time. Candidates shall attach OBC caste certificates issued from a competent authority particularly with reference to non-creamy layer (as per rules on last date of the application). The candidates who are not in the Central list of OBC shall not apply for the position(s) reserved for OBC and if at any stage, it is found that the OBC certificate is not valid,





the candidature shall stand cancelled and appointment made, if any, shall be terminated with immediate effect without any further notice.

11. The Reservation to Economically Weaker Section (EWS) candidates shall be applicable as per Government of India, Ministry of Personnel, Public Grievances & Persons, DoPT OM No. 36039/1/2019-Estt. (Res.) dated 31 January, 2019. The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by competent authority, as per the above mentioned DoPT OM dt. 31.1.2019, as candidate's claim belonging to EWS. Candidate shall attach the copy of EWS certificate in the application form. The candidates who are not belonging to EWS category shall not apply for the position(s) reserved for EWS and if at any stage, it is found that the EWS certificate is not valid, the candidature shall stand cancelled and appointment made, if any, shall be terminated with immediate effect without any further notice.
12. The SC/ST/OBC(non-creamy layer)/PwD/EWS candidates are required to attach necessary certificate(s) (Self-attested copy) as prescribed by the Government of India.
13. A relaxation of 5% shall be provided, from 55% to 50% of marks at the master's level for the SC/ST/PWD Category, wherever applicable.
14. A relaxation of 5% shall be provided, from 55% of the marks to the Ph.D. degree holders who have passed their Master's degree prior to 19th Sept. 1991, wherever applicable.
15. 'B' Grade in the Seven point Scale with grades O, A, B, C, D, E, & F shall be regarded as equivalent of 55% where the grading system is followed.
16. A candidate who is already in service (working in Govt. Department, Autonomous bodies, Public Sector Undertakings, Universities etc.) shall submit the application 'Through Proper Channel' along with Vigilance Clearance Certificate from the competent authority. However, the candidate may send an advance copy of the application along with attested/self-attested copies of the all certificates of their educational qualifications, experience, category and proof of remittance of fees etc. before the closing date. In case the application is not forwarded due to whatever reasons till the time of interview, as the case may be, the candidate, should produce a "No Objection Certificate" along with the "Vigilance Clearance Certificate" in a sealed cover from the employer.  
Provided that if "No Objection Certificate" from the employer is not produced at the time of interview, candidature of the candidate may be considered for direct recruitment as a fresh candidate, if otherwise eligible. Such candidates are required to submit an undertaking at the time of interview that:
  - a) No penalty has ever been imposed on the candidate and has never been convicted by any Court of Law.
  - b) No Disciplinary action/ Vigilance case is pending or is contemplated, against him/her.
17. The University may also conduct written test/trade test/skill test/Computer test or any other test as per the requirement of the post as may be decided by the competent authority.
18. Applicants interested to apply for Group-A category post(s) should ensure that they have enclosed attested/self-attested copies of their every Pay fixation.
19. It shall be the responsibility of the candidate to assess his/her own eligibility for the position for which he/she is applying in accordance with the prescribed qualifications, experience and submit the application duly filled-in, along with the desired information and documents as per the advertisement. Suppression of factual information, supply of fake documents, providing false or misleading information or canvassing (directly or indirectly) in any manner on the part of the candidates shall lead to his disqualification. In case, it is detected at any point of time in future, even after appointment, that the candidate was not eligible, appointment of the candidate shall be liable to termination forthwith as per this clause. In case of any ambiguity in the recruitment Rules in general and eligibility in particular for any position, the decision of the MGAHV shall be final.
20. If at any time before or after the selection of a candidate, it is found that any information is false or suppressed, his/her selection will be liable to be cancelled.
21. The qualifications prescribed should have been obtained from recognized University/Institution. Educational qualification and age limit shall be reckoned as on closing date of the application.
22. Payment of T.A.: The candidate will have to present himself/herself for Written Test/Interview, if called for, at the place and time mentioned at his own expenses. However, the out-side candidates belonging to SC/ST/PWD categories will be defrayed second class rail fare, and in case any station is not connected by rail, ordinary bus fare shall be paid by shortest route as per the guidelines of the University/UGC/Government of India rule, if they attend the interview. Extra charges (if any



incurred for reserving seat/sleeping berth in the train will not be reimbursed to the candidates. The above mentioned concessions shall not be admissible to those SC/ST candidates who are already in Central/State Government services. This facility may also be extended to other categories as per the guidelines of the UGC/Government of India rule

23. The person appointed against any position shall be governed by the Act/ Statutes/ Ordinances/ Rules of the MGAHV or any other Rules of the Government of India, as amended from time to time and any other rule/resolution prescribed specifically for maintaining the conduct of the employee by the Executive Council of the MGAHV. The MGAHV shall be free to assign any duty as per the exigency of the situation at any time even during non-working hours/holidays which the employee shall have to perform without fail to avoid any disciplinary action.
24. The service conditions including Pay Level and age of superannuation shall be as per Government of India/ UGC rules.
25. The candidates selected shall be appointed under a written contract on probation as prescribed by the Ordinances of MGAHV.
26. Candidates must write their Email ID neatly and correctly for mailing interview/appointment letter as attachment. The e-mail date will be considered as the official date of dispatch and receipt of communication. Candidates not having an E-mail-ID must create an ID and check it regularly for further communication.
27. **Call letters to attend the interview will be sent to the shortlisted candidates by Email only.** No Correspondence will be made with applicants who are not short-listed/not called for interview. Therefore, the candidates are advised to check the MGAHV Website and their Email ID regularly.
28. The following categories of persons shall not be eligible to apply for any position in the MGAHV:
  - a) Who has been convicted by any Court of Law or if any criminal proceedings are pending against him/her.
  - b) Who has entered into or contracted a marriage with a person having a spouse living;
  - c) Who, having a spouse living, has entered into or contracted a marriage with any person. Provided that the Competent Authority of the MGAHV may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for doing so, exempt any person from the operation of these rules;
  - d) Who is not a citizen of India;
  - e) Any other category of person disqualified for appointment by the Government of India/UGC from time to time; and
29. Though a selected candidate's headquarters will be Wardha (Maharashtra), but he/she will be liable to serve/may be transferred as per requirements of the University.
30. Regarding any dispute/ambiguity or lack of clarity in any clause or rules that may occur in the process of selection, the decision of the MGAHV shall be final.
31. In case of any disputes, any suites or legal proceedings against the MGAHV, the territorial jurisdiction shall be restricted to the Court of Wardha District/Bombay High Court Nagpur Bench, Nagpur (Maharashtra) only.
32. Complete application, in all respect, send to the **Registrar, Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya, Gandhi Hills, Wardha-442001 (Maharashtra)** by Speed-Post or Registered Post ONLY. The applications received after due date, incomplete, not duly signed, non-remittance of prescribed fee, without attested copies of the certificates/education qualification/experience and not in the prescribed proforma shall be liable to be rejected



33. The following must be clearly written/typed on the sealed envelope containing the Online filled Application Form:

<b>Employment Notice No. : MGAHV/10/2019</b>	
<b>“Application for the post of .....</b>	
<b>Post Code No.....”</b>	
<b>To</b>	
<b>The Registrar</b> Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya, Post-Hindi Vishwavidyalaya, Gandhi Hills, Wardha-442 001 (Maharashtra)	
<b>From</b> _____	
Contact No.: Ph.(With STD) _____ Mob. No. _____	
E-Mail ID : _____	

34. The MGAHV will not be responsible for any delay/loss due to postal delay or technical reasons in receipt of the application forms. The MGAHV will also not be responsible for invalid/wrong e-mail ID and Mobile No. mentioned by the candidates. Therefore, it is the responsibility of the candidate to mention correct contact details and regularly check their e-mail, SMS and MGAHV website i.e. [www.hindivishwa.org](http://www.hindivishwa.org) for updates. All correspondence from the University including interview call letter shall be sent to the e-mail ID as provided by the candidate.
35. No correspondence or telephonic/electronic query will be entertained from candidates regarding postal delays, conduct & result of interview and reasons for not being called for interview etc.
36. The appointment of candidates on Regular basis shall be governed by National Pension Scheme (NPS) (Applicable on Organizations established on or after 01/01/2004) and as such employees coming from pensionable establishments would be governed by Pension Scheme of the parent department till such time, they retain Lien with the parent Organization.

#### **Important Instructions**

- The last date for submission of online applications completed in all respects is **21 days** from the date of publication of advertisement in the Employment News/Rozgar Samachar.
- **Addendum/dedendum/corrigendum/notices to this advertisement, if any, shall be published only on the MGAHV Website ([www.hindivishwa.org](http://www.hindivishwa.org)).**
- Therefore, candidates are advised to check the MGAHV Website regularly.
- The list of short-listed candidates for Interview or any other information related to Date, Time and Venue of Interview shall be published on the MGAHV Website i.e. [www.hindivishwa.org](http://www.hindivishwa.org) ONLY.
- No request for change of position(s) and update of new information in the application form will be entertained after the last date of application.
- For any clarification query or technical problem in submitting online application following may be contacted on all working days from 10:00 am to 05:30 pm :
  - ❖ For any technical problem : **by Phone : +91-7152-230743**
  - ❖ For any clarification or query: **by Phone : +91-7152-255707 AND/OR by Mail : [estt.mgahv@gmail.com](mailto:estt.mgahv@gmail.com)**

  
**Registrar** 14/11