SHIVAJI COLLEGE

(UNVIERSITY OF DELHI)
ACCREDITED BY NAAC WITH 'A' GRADE
Address: Raja Garden, Ring Road, New Delhi – 110027

Website: www.shivajicollege.ac.in   **Email:** ntsrecruitment@shivaji.du.ac.in

Advertisement No.: SH/Recruit./NTS/2026/01   **Date:** 12.03.2026

Online applications are invited in the prescribed Application Form from the eligible candidates for appointment to the various Non-Teaching posts on permanent basis. The website link for applying online is available at https://rec.uod.ac.in *(for the posts mentioned at Sr. No. 1 & 2)* & https://dunt.uod.ac.in *(for the posts mentioned at Sr. No. 3 to 8).* The **last date for receipt of application is 26.03.2026** or within two weeks from the date of publication of the advertisement in the Employment News, whichever is later.

Sr. No.	Name of the Post	Pay Scale in the Pay Matrix (as per 7th CPC)	Age Limit	Total No. of Vacancies	Category					
					UR	SC	ST	OBC	EWS	PwBD
1.	Director, Physical Education	Academic Pay Level-10 (₹ 57,700 – ₹ 1,82,400)	As per rule	**1**	1	-	-	-	-	-
2	Librarian	Academic Pay Level-10 (₹ 57,700 – ₹ 1,82,400)	As per rule	**1**	-	-	-	-	-	1-HI
3.	Senior Assistant	Level-6 (₹ 35,400 – ₹ 1,12,400)	35	**1**	1	-	-	-	-	-
4.	Semi Professional Assistant	Level-5 (₹ 29,200 – ₹ 92,300)	32	**1**	-	1	-	-	-	-
5.	Laboratory Assistant*	Level-4 (₹ 25,500 – ₹ 81,100)	32	**2**	1	-	1	-	-	-
6.	Junior Assistant	Level-2 (₹ 19,900 – ₹ 63,200)	32	**4**	2	-	-	1	1	-
7.	Library Attendant	Level-1 (₹ 18,000 – ₹ 56,900)	32	**3**	1	1	-	1	-	-
8.	Laboratory Attendant*	Level-1 (₹ 18,000 – ₹ 56,900)	32	**7**	2	1	1	2	1	-

*These posts are bifurcated in various departments as under:

Sr. No.	Name of the Post	Department	Total No. of Vacancies	Category					
				UR	SC	ST	OBC	EWS	PwBD
1.	Laboratory Assistant	Chemistry	1	1	-	-	-	-	-
		Physics	1	-	-	1	-	-	-
2.	Laboratory Attendant	Biochemistry	1	1	-	-	-	-	-
		Botany	2	1	-	-	1	-	-
		Chemistry	1	-	-	-	1	-	-
		Geography	1	-	-	1	-	-	-
		Physics	1	-	1	-	-	-	-
		Zoology	1	-	-	-	-	1	-

Abbreviations stand for: UR-Unreserved, SC-Scheduled Caste, ST-Scheduled Tribe, OBC-Other Backward Classes, EWS- Economically Weaker Sections, PwBD – Persons with Benchmark Disabilities, HI- Hearing Impairment including Deaf (D) and Hard of Hearing (HH).

Important Note(s):

1. As on last date of submission of application, the qualifications, age and other requirements for the posts are in accordance with the Rules and Regulations of University of Delhi.
2. **For vacancy reserved for the PwBD [HI], candidate of any category i.e. UR/SC/ST/OBC/EWS may apply.**
3. Persons with Benchmark Disabilities (PwBD) Candidates may approach the help desk set up at the college, in case they require any assistance in filling up the application form.
4. The College reserves the right to change the nature and/or number of posts advertised or not to fill any or all above posts at any stage without assigning any reason thereof.
5. For those candidates in service should apply through proper channel.
6. **Application Fee**

Category	Application Fee
Unreserved/ General	**₹1000**
OBC (NCL), EWS, Women applicants	**₹800**
SC, ST, PwBD category	**₹600**

Note: 1. Fees once paid will not be refunded under any circumstances.

2. Applicants applying for more than one post must apply separately and pay fees separately.

For further details, i.e. **General instructions to the candidates, qualifications, scheme of examinations etc.,** please visit the College/ University Website: **www.shivajicollege.ac.in** or **www.du.ac.in**. Candidates are instructed to carefully read the eligibility criteria along with the General instructions to fill the online application form.

Any addendum/ corrigendum shall be posted only on the College Website.

PRINCIPAL

QUALIFICATIONS AND OTHER DETAILS ARE MENTIONED BELOW:

1. **Director, Physical Education**
   Academic Pay Level-10 (₹ 57,700 – ₹ 1,82,400) as per 7th CPC

   Maximum Age Limit: As per University of Delhi/UGC norms.

   Eligibility (A or B)

A (i) A Master's Degree in Physical Education and Sports or Physical Education or Sports Science with 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).

(ii) Record of having represented the University/ College at the inter-university/ intercollegiate competitions or the State and/ or national championship.

(iii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or who have been awarded a Ph.D. Degree in accordance with the "University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations 2009 or 2016 and their amendments from time to time as the case may be.

Provided that the award of degree to candidates registered for the Ph.D. Programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/ By-laws/ Regulations of the Institution awarding the degree. All such Ph.D., candidates shall be exempted from the requirement of the NET for recruitment and appointment of Assistant Professor or equivalent positions in University/ College/ Institutions subject to the fulfillment of the following conditions:

a) The Ph.D. degree of the candidate has been awarded in the regular mode.

b) The Ph.D. thesis has been evaluated by at least two external examiners.

c) An open Ph.D. viva voice of the candidate has been conducted.

d) The candidate has published two research papers form his/her Ph.D. work out of which at least one is in a referred journal. e) The candidate has presented at least two papers based on his/her Ph.D. work in conference/ seminars sponsored/ funded/ supported by the UGC/ICSSR/ CSIR or may similar agency.

Note: The fulfillment of these conditions (a) to (e) is to be certified by the Registrar or the Dean (Academic Affair) of the University Concerned.

B An Asian game or commonwealth games medal winner who has a degree at least at Post-Graduation level.

Physical Fitness Test Norms a) Subject to the provisions of these Regulations, all candidates who are required to undertake the physical fitness test shall be required to produce a medical certificate certifying that he/she is medically fit before undertaking such tests. b) On production of such certificate mentioned in sub-

clause (a) above, the candidate would be required to undertake the physical fitness test in accordance with the following norms:

Norms for Men			
8 Minutes Run / Walk Test			
Upto 30 years	Upto 40 years	Upto 45 years	Upto 50 years
1800 meters	1500 meters	1200 meters	800 meters

Norms for Women			
12 Minutes Run / Walk Test			
Upto 30 years	Upto 40 years	Upto 45 years	Upto 50 years
1000 meters	800 meters	600 meters	400 meters

2. **Librarian**
   Academic Pay Level-10 (₹ 57,700 – ₹ 1,82,400) as per 7th CPC

   Maximum Age Limit: As per University of Delhi/UGC norms.

   ESSENTIAL QUALIFICATION:

A. Master's Degree in Library Science & Information Science/Documentation Science or an equivalent professional degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with knowledge of computerization / digitalization of library.

B. Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be:

Provided that the candidates registered for the Ph.D. Degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bye-laws/Regulations of the Institution awarding the degree, and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfilment of the following conditions:

a) The Ph.D. degree of the candidate has been awarded in the regular mode;

b) The Ph.D. thesis has been evaluated by at least two external examiners;

c) Open Ph.D. Viva Voce of the candidate has been conducted;

d) The Candidate has published two research papers form his/her Ph.D. work out of which at least one is in a referred journal; e) The candidate has presented at least two papers based on his/her Ph.D. work in Conferences/Seminars sponsored/funded/supported by the UGC/ICSSR/CSIR or any similar agency.

NOTE:

(i) The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affair) of the University concerned.

(ii) NET/SLET/SET shall not be required for candidates in such Master's Programmes for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.

DESIRABLE:

PG Diploma in Library Automation and Networking or equivalent.

---

3. **Senior Assistant**
   Pay Level – 6 (₹ 35,400 – ₹ 1,12,400) as per 7th CPC

   Maximum Age Limit: 35 years (Age relaxation will be allowed as per the guidelines of University of Delhi/UGC).

   Essential Qualifications:

(i)   Bachelor's Degree from any recognized University/Institution.

(ii)   Three Years' of experience as Assistant or equivalent in the Level 4.

   The experience should be in Central /State Government/University/PSU and other Central/State Autonomous Bodies or equivalent pay package in reputed private Companies/ corporate bank with a minimum annual turnover of at least Rs.200/- Crores or more.

   Note: The candidate should have proficiency in Computer application, noting and drafting etc.

---

4. **Semi Professional Assistant**
   Pay Level – 5 (₹ 29,200 – ₹ 92,300) as per 7th CPC

   Maximum Age Limit: 32 years (Age relaxation will be allowed as per the guidelines of University of Delhi/UGC).

   Essential Qualifications:

Master's Degree in Library Science and Information Science from any recognised University/Institution.

<div align="center">

OR

</div>

Bachelor's Degree in Library/ Library and Information Science from a recognised Institute/ University with two years relevant experience in a University/ Research Establishment / Central / State Govt./ PSU Autonomous Institutions/Private Institutions of repute in this area.

5. **Laboratory Assistant**
    Pay Level – 4 (₹ 25,500 – ₹ 81,100) as per 7th CPC

    Maximum Age Limit: 32 years (Age relaxation will be allowed as per the guidelines of University of Delhi/UGC).

    Essential Qualifications:

    Bachelor's degree with minimum two years of working and maintenance experience of sophisticated scientific Instruments in the Laboratory.

    However, the relevant subject will be as decided by the university as per the functional requirement of the department concerned. (An indicative list of relevant subjects is appended with this table).

    The experience should be in University/ Research establishment / Central / State Govt. / PSU and other autonomous bodies or Private organization of repute with annual turnover of minimum Rs.200/- Crores.

---

6. **Junior Assistant**
    Pay Level – 2 (₹ 19,900 – ₹ 63,200) as per 7th CPC

    Maximum Age Limit: 32 years (Age relaxation will be allowed as per the guidelines of University of Delhi/UGC).

    Essential Qualifications:

    (i)   A Bachelor's Degree from any recognized Institute/ University.
    (ii) English Typing @ 35 wpm OR Hindi Typing @ 30 wpm
    (iii) Proficiency in Computer Operations.

---

7. **Library Attendant**
    Pay Level – 1 (₹ 18,000 – ₹ 56,900) as per 7th CPC

    Maximum Age Limit: 32 years (Age relaxation will be allowed as per the guidelines of University of Delhi/UGC).

    Essential Qualifications:

    1. 10+2 or its equivalent examination from a recognized Board.

    2. Certificate course in Library Science from a recognized Institution.

    (Note: Candidates shall be assessed for knowledge of Computer Applications.)

8. **Laboratory Attendant**
   Pay Level – 1 (₹ 18,000 – ₹ 56,900) as per 7ᵗʰ CPC

   Maximum Age Limit: 32 years (Age relaxation will be allowed as per the guidelines of University of Delhi/UGC).

   Essential Qualifications:

   10+2 with Science stream from any recognized Central/ State Board.

   <div align="center">**OR**</div>

   10th Pass from any recognized Central/ State Board with Science as one of the subjects and skill certificate program in Laboratory Technology or ITI in relevant trade.

GENERAL INSTRUCTIONS FOR APPLICANTS

1. Applicants should possess the prescribed qualification and experience as on the closing date of application, as prescribed by the University from time to time for the respective post. The advertised post carries admissible scale plus admissible allowances. Applicants are required to produce specific certificates as per eligibility conditions.

2. Application fees and forms are to be submitted as per details given below:

Application Fee	
Unreserved/ General	₹1000
OBC (NCL), EWS, Women applicants	₹800
SC, ST, PwBD category	₹600

➢ Applicants applying for more than one post must apply separately and pay fees separately.

➢ Applications with incomplete information or without requisite fee shall be rejected.

➢ Fees once paid will not be refunded under any circumstances.

C. **AGE RELAXATION:**

A . The upper age limit prescribed for the advertised post shall be relaxable in case of candidates belonging to the Scheduled Castes, Scheduled Tribes, Other Backward Classes (Central List), Persons with Disabilities, Ex-servicemen and other specified categories of persons in accordance with the orders issued in this behalf from time to time by the Central Government and adopted by the University.

B. The upper age limit shall also be relaxable up to a maximum of five years or the number of years (in completed years) whichever is less provided they have rendered at least three years regular service in same or allied field in organization(s) under Government Departments/ Statutory or Autonomous bodies/Universities/ affiliated or constituent colleges under the University/Public Sector Undertakings.

"Regular service" means service rendered by an employee in the Cadre on regular basis other than the service on contract or daily wages but includes ad-hoc promotion or appointment in a cadre post through due procedure followed by regularization to the extent approved by the competent authority.

C. The upper age-limit as prescribed for direct recruits shall not be insisted upon in the case of departmental candidates of the University/college(s).

Further, one time exemption in the upper age limit in respect of persons who are already working on contract/daily wages/adhoc basis in the University or its College(s) provided they have put in at least one year of service is extended to all such persons irrespective of their age at the time of joining the college in respective category.

Note: This exemption is extended only to the contract/daily wages/adhoc employees appointed directly by the University or its affiliated / constituent Colleges. It shall not be applicable to the employees working on contract basis in project based assignments or through outsourced agencies in the University or its Colleges.

D. The upper age limit for the posts advertised shall be determined as on closing date of advertisement. Documents for seeking age relaxation should be submitted at the time of written examination/interview/skill test/document verification (if applicable) also even if the same has been submitted earlier.

4. There would be a further relaxation of 05% in marks wherever a percentage has been prescribed for the minimum qualifying education degree for the applicants belonging to SC, ST, OBC and PwD category. However, SC/ST/OBC(NCL)/PWD candidates who opt to apply for unreserved vacancies will not be eligible for age relaxation or relaxation in cut off marks which are otherwise allowed to those belonging to these categories. Further, reserve category candidates (SC/ST/OBC(NCL)/PWD) who become eligible by virtue of age relaxation applicable in their case, will be considered only for reserved seats of the category to which they belong even if they have the merit to be considered otherwise for UR.

5. **CASTE/ CATEGORY CERTIFICATES:**

(i) Candidates applying under any of the reserved category viz. SC/ST/OBC(NCL) will be considered subject to submission of valid Caste certificate on a prescribed format issued by the competent authority. The vacancies are being advertised in financial year 2025-26, therefore, valid NCL-OBC certificate issued during the period from 01.04.2025 to 31.03.2026 will be considered valid. Candidates applying under OBC category must produce the valid caste certificate in the form at provided by the DoP&T vide O.M. No. 36036/2/2013-Estt. (Res.) dated 30.05.2014 and further clarification issued by DoP&T OM No. 36036/2/2013-Estt(Res-I) dated 31.03.2016. Certificate must be valid for employment in Central Government Institutions. OBC candidate's eligibility will be based on Castes borne in the Central List of Govt. of India. Their Sub-caste should also match with the entries in Central List of OBC, failing which their candidature as OBC candidate will not be considered. They will however be treated as UR candidate. The OBC certificate should clearly show that the applicant does not belong to the Creamy Layer. The certificate submitted should be digitally verifiable.

(ii) The vacancies advertised under EWS Category are as per the instructions issued by DoPT, Ministry of Personnel, Public Grievances & Pension, Govt. of India, vide OM.No. 36039/1/2019-Estt (Res), dated 31.01.2019. Application under EWS category will be considered subject to submission of Income and Assets certificate on a prescribed format issued by the competent authority and subject to verification of genuine certificate by the issuing authority. As per DoP&T OM No. 36039/1/2019-Estt (Res), dated 31.01.2019, the crucial date

for submitting income and asset certificate by the candidate is the closing date for receipt of application for the post, except in cases where date is fixed otherwise. Therefore, a valid EWS certificate will be the one which has been issued by the competent authority, as prescribed by the GOI/DOPT, on or before the last date of submission of online application but not earlier than 01.04.2025. Candidates who fail to produce valid EWS certificate will not be considered for reservation under this category. They will however, be considered for UR category. Therefore, EWS candidate must ensure that they have a valid EWS certificate on or before the last date of submission of application.

(iii) In case the applicant wants to claim benefits under the PwBD category, the applicant's relevant disability should not be less than 40 per cent. Proof to this effect in the form of a valid Disability Certificate must be uploaded with the application.

6. Persons with Benchmark Disabilities (PwBD) Candidates may approach the help desk set up at the College, in case they require any assistance in filling up the application form.

7. Those who are in employment with state/Central Govt/PSU, must submit a "NO OBJECTION CERTIFICATE" from the employer at the time of verification of documents or as asked to upload. Failure to submit/upload NOC by due date will lead to cancellation of candidature.

8. Canvassing in any form will be a disqualification.

9. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the University/ College shall be final. Applicants are advised to satisfy themselves before applying that they possess the essential qualifications laid down in the advertisement.

10. Any dispute in regard to any matter referred to herein shall be subject to the jurisdiction of Delhi Courts only.

11. All correspondence from the college including interview letter, if any, shall be sent only to the e-mail address provided by the applicant in the application form.

12. The number/category/recruitment mode of posts advertised may increase/decrease/change, and the College reserves the right not to fill up some or all posts advertised, if the circumstances so warrant.

13. The College reserves the right to offer the post at a level lower than that advertised/applied, or on contract/deputation basis, depending upon the qualifications, experience and performance of the candidate, wherever applicable.

14. In case of any advertent/inadvertent mistake in the process of selection, which may be detected at any stage even after issuing an appointment letter, the College reserves the right to modify/withdraw/cancel any communication made to the applicant.

15. In anticipation of the huge number of applicants, scrutiny of the eligibility criteria etc. may not be undertaken at the time of Recruitment Examination. Therefore, the applications shall be accepted provisionally. The candidates are advised to go through the requirements of educational qualification, age etc. and satisfy themselves that they are eligible as per advertisement published/uploaded by the college before applying, otherwise their candidature will be cancelled at any stage if any information or claim is not found substantiated including when the scrutiny of documents is undertaken by the college.

16. Applicants must NOT furnish any particulars that are false, tampered or fabricated, or suppress any material / information while submitting the application and self-certified copies/testimonials.

17. Based on the declaration made by the candidate in their Online Registration Form/Application Form, they will be provisionally declared eligible to appear in the Recruitment Examination. However, a preliminary scrutiny will be made based on information provided in the application form before declaration of results. All Selection will be made in order of merit. Qualified/selected candidates are subject to multi stage document verification in online/offline mode as prescribed including verification from original & others. If anyone is found not fulfilling the prescribed qualification/experience etc. claimed and any other eligibility criteria as per the advertisement published/uploaded, at any stage of process, his/her candidature will be treated as cancelled without any further notice.

18. Candidates will be allowed to appear in the test provisionally. Mere appearing in the Recruitment Test and Qualifying the test is not the criteria for calling for Interview/Skill Test (as applicable). It will be subject to fulfilment of all eligibility qualification/conditions and verification of documents. Further, in case it is found that the documents/information submitted by the candidate are false or the candidate has suppressed relevant information, the services/candidature of the candidate shall be terminated without prejudice to any other action initiated by the college.

19. No TA/DA shall be paid to candidates for attending the written test/ skill test/ interview.

20. The last application submission date is indicated in the present advertisement uploaded on the college website.

21. Any addendum/ corrigendum/ notification shall be posted only on the College Website. It shall be the responsibility of the candidates to visit the college website: **www.shivajicollege.ac.in** on regular basis.

22. In order to avoid last minute rush, the applicants are advised to apply early. In case of any persistent technical issue, the applicants can mail their issues at the email id **ntsrecruitment@shivaji.du.ac.in**

PRINCIPAL