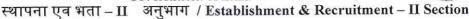


# मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी لانا آزاد سيتشنل أردو يونيورسي अताम अताद नेशनल उर्दू यूनिवर्सिटी

## MAULANA AZAD NATIONAL ÜRDU UNIVERSITY

A Central University under Ministry of Education Government of India



No. MANUU/ER-II/EF.123/2024-25/ 504

215t June 2024

#### **NOTIFICATION**

Sub: Inviting Applications for promotion under DPC- Notification- Issued.

Ref: Approval of the Vice-Chancellor dated 21.06.2024.

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In order to fill up the following promotional Non-Teaching posts, applications are invited from the feeder cadre Non-Teaching employees of the University, who fulfil the eligibility criteria for promotion as per the MANUU Cadre Recruitment Rules, 2017:

S. No	Promotion Post	Number of vacancies & Category	Eligibility criteria from Feeder Cadre	Promotion Criteria
1	Assistant Registrar	01 (SC)	Among the Section Officers Assistant Accounts Officers and Private Secretaries under SC Category working in Level-7 ₹44,900 - 1,42,400/- with at least five years of regular service in the cadre and also possessing at least Bachelor's degree from a recognized University/ Institute.	Promotion will be based on Selection – cum - seniority based on departmental qualifying test (written test) and service record/APARs etc.
2	Section Officer	01 (UR)	Assistant with 05 (five) years regular service in Level – 6 ₹35,400 - 1,12,400/- along with Bachelor Degree, Proficiency in Computer Operation, noting and drafting & Knowledge of Urdu.	Promotion will be based on seniority subject to qualifying the Departmental Test (written test).

The eligible candidates may submit their applications in the enclosed format through proper channel in the Establishment & Recruitment-II Section on or before 01.07.2024 for further necessary action.

To

- 1. The Director, CIT for uploading on the University website for information to all concerned.
- 2. All the Heads of Departments/ Sections/Directorates /Offices/Centres
- 3. Concerned file



# मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी क्रिक्ट पृश्वित प्रिति प्राचित अंग्री विश्वित अवितास अज़ाद नेशनल उर्दू यूनिवर्सिटी अक्रिक्ट प्राचित अपना अवितास अवितास



स्थापना एवं भर्ती-II अनुभाग / Establishment & Recruitment – II Section

### PROFORMA OF BIO-DATA FOR CONSIDERATION BY THE DEPARTMENTAL PROMOTION COMMITTEE

1.	Name of the Employee			
2.	ID No.			
3.	Present Post			
4.	Category			
5.	Date of Joining in the Present Post	:		
6.	Date of confirmation on the present post	;		
7.	Present Pay Level	:		
8.	Date of joining service in the MANUU	•		
9.	Date of Birth	:		
10	Academic Qualifications			

Sl. No	Examinations passed	Year of passing	University/ Board	Division & % of marks
1.				
2.				
3.				9.50
4.				
5.				

11.	Post(s)	held so	far in	MANUU
	1 0000	merce oo	****	

Date: .....

Sl. No	Post Held	From	То	Permanent /Tenure
1.	S	1		
2.				
3.				
4.				
5.				

5.							
12.	<ol> <li>Have you filled or submitted your APAR for last five years to your Reporting</li> </ol>						
3		Officer.  If yes, please mention date of submission of APAR and name of Reporting Officer					
	(ii)	If yes, please mer during the last 5		mission of APA	R and name of Reporting	; Officer	
1	(iii)	If APAR is not s	* <b>O</b> *				
	Ιc	ertify that the in	nformation given	above is com	rect and factual to the l	pest of m	
kno	wledge						
				140			
Dat	e:		•••	SIGNATURE:			
				NAME:			
			1	ID NO		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
				DEPARTMEN	JT:		
FOF	RWARD	ING REMARKS OF T	THE HEAD OF TH	E DEPARTMENT	T/SECTION/OFFICE CONC	ERNED	
					************************		