



# KANNUR UNIVERSITY

## General Instructions for Applicants for University Librarian & Deputy Librarian

(The applicants must read these details before filling up the form)

1. All applicants are requested to apply online in the prescribed format with complete, correct information and attachments. Applicants are required to fill the application form as available on the University website [www.kannuruniversity.ac.in](http://www.kannuruniversity.ac.in). **Before filling up the application form, the candidates must read and follow the instructions and other information regarding qualifications, experience, etc. available on the University website [www.kannuruniversity.ac.in](http://www.kannuruniversity.ac.in) along with this notification. The applicant will be solely responsible for the authenticity of the submitted information. The candidates should submit the print out of the application along with self attested copies of necessary certificates/ documents and copy of the fee receipt in a spiral bound form to “The Registrar, Kannur University, Thavakkara, Civil Station (PO), Kannur-2” on or before 04.03.2020, 5 PM.**
2. Applicants should possess the prescribed qualifications and experience as per UGC regulations as on **the date of submission of application** for the respective posts. Publications ‘under submission’ or submitted to referees ***will not be considered*** .
3. The posts notified carry UGC pay scales with admissible allowances.
4. Mere fulfillment of the qualification or the eligibility criteria does not entitle an applicant to be necessarily considered or called for interview.
5. Application fees and application form(s) are to be submitted as per details given below:
  - Payment of ₹.2000/- (Rupees Two Thousand only) towards fee for application shall be made through “SBI Collect” (portal available in website [www.kannuruniversity.ac.in](http://www.kannuruniversity.ac.in)).
  - ₹.1000/- (Rupees One Thousand only) for SC/ST applicants towards fee for application shall be made through “SBI Collect” (portal available in website [www.kannuruniversity.ac.in](http://www.kannuruniversity.ac.in)).
  - Fees once paid will not be refunded under any circumstances.
  - Applicants applying for more than one post must apply separately and pay fees separately.
  - Application forms have to be filled & submit only in online mode, as available on the website of the University along with this notification, within the prescribed time limit indicated in the notification. No offline forms would be accepted.
6. In order to avoid last minute rush, the applicants are advised to apply sufficiently early. In case of any persistent technical issue, the applicants can mail their problem at the email id [recruitment@kannuruniv.ac.in](mailto:recruitment@kannuruniv.ac.in) or contact : 04972 715284 .

7. Consequent upon adoption of self-certification provisions, the University shall process the applications entirely on the basis of information/documents uploaded with the application. In case the information/documents are found to be **false/incorrect by way of omission or commission, the responsibility shall lie solely with the applicant and the applicant shall be liable for action as per law.**
8. Applicants must upload the necessary documents justifying the claim of respective reservation as per Govt. of Kerala from competent Authority. If the relevant certificates for respective reserved categories are not uploaded with the application, the application shall be rejected without further notice and no appeal against the rejection will be entertained.
9. The candidates called for interview should report along with all the testimonials/certificates in original along with valid photo ID . A set of self-attested photocopy of certificates/testimonials with respect to the qualifications, experience and category as applicable, indicated in the online application form, duly certified by the applicant should be submitted at the time of interview.
10. Applicants serving in Government/Public Sector Undertakings (including Boards/Autonomous Bodies) are required to submit 'No Objection Certificate' from the employer, at the time of interview, if not uploaded with the online application earlier.
11. All correspondence from the University including interview letter, if any, shall be sent **only to the e-mail address** provided by the applicant in the online application form.
12. Applications which do not meet the eligibility criteria given in this notification and / or are incomplete in any respect shall be summarily rejected. Applicants must NOT furnish any particulars that are false, tampered or fabricated, or suppress any material /information while submitting the online application and uploading self-certified copies/testimonials.
13. **The University further reserves the right to amend the number of posts or not to fill any of the posts mentioned in the advertisement at its discretion without assigning any reason thereof.**
14. The University will verify the antecedents of the applicant at the time of appointment or anytime during the tenure of the service. In case it is found that the documents/information submitted by the candidate is false or the candidate has suppressed relevant information, the service of the candidate shall be terminated without prejudice to any other action initiated by the University.
15. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after the issuance of offer letter, the University reserves right to modify/withdraw/cancel any communication made to the applicants.
16. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the University shall be final. Applicants are advised to satisfy themselves before applying that they possess the essential qualifications laid down in the notification.

17. No TA/DA shall be paid to candidates for attending the interview.
18. The last date for submission of the form shall be as specified in the notification.
19. Canvassing in any form will be treated as a disqualification.
20. Any dispute regarding the recruitment will fall under the jurisdiction of Kerala
21. **No upper age limit for applicants**, provided they are below the age of Super annuation.
22. The G O (P) No. 135/2014/Fin dated 8.4.2014 dated 8.4.2014 (regarding National Pension System) & G O (P) no. 211/2005/Fin dated 11.5.2005 ( In the case of officiating appointments from a higher time scale of pay to a lower time scale of pay, by direct recruitment, the Officer's officiating pay in the lower time scale shall be fixed at the minimum of the scale of pay of the new post without considering his pay in the higher time scale except in the cases where such appointments are made in accordance with the Special Rules. ) will be applicable to the appointments.
23. The appointment will be subject to the Provisions of Kannur University Act, Statutes, Ordinances & other rules applicable to the University and subject to the concurrence of Government of Kerala.

**Sd/-**  
**REGISTRAR(i/c)**