

Recruitment Rules for the post of Deputy Registrar

1	Name of Post	Deputy Registrar
2	Number of posts	9
3	Classification	Group A
4	Scale of Pay	On initial appointment, pay shall be fixed in the Pay Band 3 - Rs.15600-39100 with Grade Pay of Rs.7600. After completing 5 years of satisfactory service in this Pay Band, he will move to the higher Pay Band - 4 of Rs.37400-67000 with Grade Pay of Rs. 8700 but shall continue to be designated as Deputy Registrar.
5	Whether selection post or non- selection post	Not applicable for Direct Recruitment/ Deputation. By Selection in case of Promotion.
6	Age limit for direct recruitment	Not more than 55 years. (Relaxable up to 2 years by Vice Chancellor in deserving cases.)
7	Educational and other qualifications required for direct recruitment for Deputy Registrar	<p><u>Category 1: From Universities / Research Establishments</u></p> <p>(a) Master's Degree with at least 55% marks or its equivalent grade of 'B' in the UGC prescribed seven point scales;</p> <p>(b) As Deputy Registrar or Deputy Controller of Examinations or equivalent in any Central or State University/ IIT/ NIT/ IIM/ Research Establishment (or) as an Assistant Registrar with at least 7 years' administrative experience in the institutions specified above.</p> <p style="text-align: center;">[OR]</p> <p><u>Category 2: From Major Ports</u></p> <p>(a) Master's Degree with at least 55% marks or its equivalent grade of 'B' in the UGC prescribed seven point scales;</p> <p>(b) An officer who is working not below the rank of Deputy Secretary or equivalent in any Major Port.</p> <p style="text-align: center;">[OR]</p>

Category 3: From PSUs/Public Sector Banks or FIs/Public Limited Companies

(a) Master's Degree with at least 55% marks or its equivalent grade of 'B' in the UGC prescribed seven point scales;

(b) At least 7 years of relevant administrative experience

(i) in a grade not lower than E-1 (Executive) in Public Sector Undertakings; or

(ii) in a grade not lower than Scale – I (Probationary Officer) or equivalent in Public Sector Banks / Financial Institutions; or

(iii) With total monthly emoluments in any Public Limited Company not less than that of E-1 (Executive) in Public Sector Undertakings.

Category 4: From Mariners

(a) Master (Foreign Going) / MEO Class I (Motor) Certificate of Competency;

(b) Sailing experience of minimum of one year at Management level within the meaning of STCW Convention in force; and

(c) A minimum of six years of experience in Maritime industry in one or more of the following areas:

(i) Sailing experience at Management level [beyond the prescribed minimum of one year indicated in (b) above];

(ii) Teaching Nautical Science or Marine Engineering in a recognised maritime institution;

(iii) Nautical or Engineering Surveyor in Directorate General of Shipping or in any recognized Classification Society;

(iv) Technical Superintendent in any reputed

		<p>Ship-owning or Ship-managing company.</p> <p>[OR]</p> <p><u>Category 5: From Group A officers of Central / State Governments</u></p> <p>Serving or retired Group A officer of Central/State Governments not below the rank of Joint Secretary in State Governments or Deputy Secretary in Central Government.</p>
8	Whether Age & Educational qualifications prescribed for direct recruits will apply in the case of Promotees/ Deputationists?	<p>Promotion: Age limit – No. Educational qualifications: Yes. From Assistant Registrar with at least 3 years of regular service in grade pay of Rs. 6,600 subject to satisfactory performance and assessment by the Departmental Promotion Committee.</p> <p>Deputation: Age limit – 57 years. Educational qualifications: Yes, except in the case of Category 5. A person holding an analogous post or with at least 3 years of regular service in the grade pay of Rs. 6,600 or equivalent.</p>
9	Period of probation, if any	Two years for direct recruitment only.
10	Method of recruitment.	<p>Direct Recruitment/ Promotion/ Deputation/ Absorption.</p> <p>Direct Recruitment will be done through an Online Screening Test and Personal Interview. Persons who have qualified in the Screening Test alone will be called for the Personal Interview. Online Screening Test is not necessary in the case of Promotion, Deputation and Absorption.</p>
11	If a Selection Committee/ Departmental Promotion Committee/ exists, what is its composition?	<p>Selection committee / Departmental Promotion Committee will consist of:</p> <p>(i) The Vice-Chancellor as Chairperson. (ii) One member of the Executive Council. (iii) One nominee of the Executive Council. (iv) One officer nominated by the Vice Chancellor.</p>
12	Remarks	1. Age of superannuation: 60 years for direct

		<p>recruits and promotees. For Deputationists, relevant age of the sponsoring department/ agency will apply.</p> <ol style="list-style-type: none">2. A relaxation of 5% marks (from 55% to 50%) at the Master's Degree level will be allowed for candidates belonging to SC/ST/PwD categories.3. The crucial date for determining the eligibility conditions shall be the closing date for receipt of applications from candidates.4. IMU's decision as to whether a post is equivalent or not and whether emoluments are equivalent or not is final.5. If a candidate's experience spans more than one Category/sub-Category, the same will be added to arrive at his eligibility.
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