

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 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 align="center">[OR]</p> <p><u>Category 3: From PSUs/Public Sector Banks or FIs/Public Limited Companies</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) At least 7 years of relevant administrative experience</p> <ol style="list-style-type: none"> 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.

		<p><u>Category 4: From Mariners</u></p> <p>(a) Master (Foreign Going)/MEO Class I (Motor) Certificate of Competency;</p> <p>(b) Sailing experience of minimum of one year at Management level within the meaning of STCW Convention in force; and</p> <p>(c) A minimum of six years of experience in Maritime industry in one or more of the following areas:</p> <p>(i) Sailing experience at Management level [beyond the prescribed minimum of one year indicated in (b) above];</p> <p>(ii) Teaching Nautical Science or Marine Engineering in a recognized maritime institution;</p> <p>(iii) Nautical or Engineering Surveyor in Directorate General of Shipping or in any recognized Classification Society;</p> <p>(iv) Technical Superintendent in any reputed 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.</p> <p>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.</p> <p>(ii) One member of the Executive Council.</p> <p>(iii) One nominee of the Executive Council.</p> <p>(iv) One officer nominated by the Vice-Chancellor.</p>

12.	Remarks	<ol style="list-style-type: none">1. Age of superannuation: 60 years for direct recruits and promotes. For Deputationists, relevant age of the sponsoring department/ agency will apply.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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