

**Ref. No. SVSU/2025/Estt./E-7880/694****Date:04/08/2025****Advertisement No. : SVSU/2025/Estt./Cont./007****Advertisement for Engagement of Skill Instructors on Contractual basis**

Shri Vishwakarma Skill University (SVSU), Dudhola (Palwal), is India's first Government Skill University established by the Government of Haryana Act 25, 2016, in Dudhola, Palwal, Haryana.

The University is running various skill courses such as - Certificate, Diploma, Degree, Post Graduate Diploma etc. based on its dual education model, where apprenticeship/On the Job Training (OJT) has been integrated with the class room training.

Offline applications are invited from eligible applicants for Engagement on the academic post of Skill Instructor purely on contractual basis for **one academic session (2025-26)**. The name of post, number of posts & Category details for contractual positions are as under: -

Sr. No.	Subject/ Discipline	No. of Posts
1	Agriculture	2 (01-GEN,01-OSC)
2	Civil Engineering	1 (01-EWS)
3	Computer Science Engineering	4 {01-GEN ,01-EWS, 01-GEN(ESM), 01-SC-D}
4	Electronics Engineering	1 (01-GEN)
5	Interior Design	1 (01-BCA)
6	Management (Retail)	1 (01-GEN)
7	Mechanical Engineering	3 {01-GEN (ESM), 01-GEN (PWD)*, 01-BC-A}
8	Medical Lab. Technology	1 (01-BC-B)
9	Physics	1 (01-BC-B)
10	Visual Arts (Graphics &Design)	1 (01-GEN)
11	Yoga & Health	1 (01-GEN)

Abbreviations: - SC-D (Deprived Schedule Caste),OSC:-Other Schedule Caste , BCA:- Backward Class A(Non-Creamy Layer),ESM:-Ex-serviceman:-Person With Disability, EWS:-Economic Weaker Section , BCB:-Backward Class-B(Non-Creamy Layer),GEN:- Unreserved Category.

*One Post is reserved for Physically Handicapped (Deaf and Hard Hearing)

Period of Contract: The initial period of contract will be for one Academic session (2025-26) or till the regular employee joins, whichever is earlier.

Salary: Consolidated Salary of Rs. 35,400/- per month

**-Sd-
Registrar**

General Terms & Conditions (For all the posts)

1. The candidate must be citizen of India.
2. Knowledge of Hindi/Sanskrit up to matric level is essential.
3. The required qualifications and relevant experience etc. for eligibility shall be determined as on the last date of receipt of application and are enclosed as per **Annexure A**.
4. The application fees for the application are as under: -
 - i. For General category - Rs. 1000/-
 - ii. Others - Rs. 250/ (Other Scheduled Caste/Deprived Scheduled Caste of Haryana/ Backward Classes of Haryana/ Ex-Service Men of Haryana / Women of Haryana /EWS of Haryana)
 - iii. Physically Disabled - Exempted from fees

Note:-Application fees shall be paid through online mode (<https://forms.eduqfix.com/svsurectff/add>). Payment slip shall be enclosed with the application form.

The PWD (Persons with Disabilities) Category applicants will have to enclose requisite certificate issued from the Competent Authority. Any such certificate should clearly mention the type of Disability as defined in the Govt. letter dated 25.04. 2018. The candidates claiming benefit/ reservation under ESM/ ESP i.e., Eligible Sports Person/ PWD i.e., Person with Disabilities category of Haryana are also required to also fill their respective category i.e. General/ SC/ BC- 'A'/ BC- 'B' to which they belong. The fee once deposited will not be refunded under any circumstances whatsoever nor can the fee be held in reserve for any other examination or selection of university. The benefit of reservation & fee concession will be given only to those who are domicile of Haryana State. Application fees received less than the prescribed application fee will be summarily rejected. Applications received without prescribed fee shall not be considered and summarily rejected. No representation against such rejection will be entertained

5. The Engagement shall also subject to directions issued by the Government of Haryana time to time regarding contractual appointments. No claim of regularisation/extension of contract shall be entertained However University reserve the right to extend the contract if there is any further requirement of the staff based on the good work performance and conduct which cannot be claimed as matter of right and may be terminated by university without assigning any reasons.

6. Separate application form is required to be submitted offline for each post with prescribed fee otherwise application shall be rejected without any communication to the applicant.
7. All qualifications must be attained from recognized Board/Universities/Institutes. The Candidates who have obtained qualifications from any Board/University/Institution declared fake or not recognized by respective regulatory bodies shall not be eligible for consideration for any of the post advertised.
8. If a Grade Point System is adopted the CGPA will be converted into equivalent marks. Applicants is required to provide the relevant document of conversion of CGPA into equivalent marks along with application form.
9. Reservation shall be applicable as per the State of Govt of Haryana norms and applicants are required to enclose the applicable certificates in prescribed format along with the application to claim the benefit of reservation.
10. Relaxation of 5% marks in Minimum qualifying examination will be allowed to candidates of SC/ST/BC/PWD category.
11. Reserved category candidates shall be considered against General category strictly as per Govt. letter No. EC/2018/20179-389 dated 26.04.2018 & 12/1-2017 Ad (3) dated 04.06.2018 and the latest instructions issued time to time.
12. The candidates claiming benefit/ reservation under ESM (Ex Service Man)/ ESP i.e. Eligible Sports Person / PH (PwD i.e. Person with Disabilities) category of Haryana are directed to also fill their respective category i.e. General/ OSC/DSC/ BC-'A' / BC-'B'/ EWS to which they belong.
13. a) The benefit of reservation will be given only to those OSC/DSC / BC-A/ BC-B, PWD, EWS and ESM/ DESM or ESP applicants who are domicile of State of Haryana and the certificate must be issued by the competent authority of Government of Haryana and should be enclosed with the application against reserved category posts in support thereof. The Eligible Sports Persons shall be required to produce the Sports Certificate as per Govt. Notification dated 25.05.2018 & 15.11.2018 duly issued by the Competent Authority.
- b) The applicants seeking reservation under a particular category e.g., OSC/DSC/ BC-A & BC-B/ EWS etc. are required to submit the requisite Certificate issued by the Competent Authority from Parental Side only. In case of women candidates, Certificate from in-laws (Husband's side) will not be entertained.

- Note- (i) The applicants of reserved categories of Haryana for which no post is available/reserved, can apply for the posts in General Category, if he/she fulfils all the eligibility conditions i.e., age, qualification & experience etc. as meant for general category except fees and also attach scanned copy of his/her caste certificates for claiming fees concession. Any other relaxation will not be admissible to such applicants.
- (ii) The reserved category applicants of other States will be considered only for General Category Posts. Such applicants should fulfil all the eligibility conditions as meant for General Category applicants and application fees need to be paid accordingly.
- (iii) Backward class Block (A & B) candidates claiming benefit of reservation have to submit a certificate issued by the competent authority of Haryana mentioning therein that he/she is not covered under the criteria of creamy layer as per State Govt. instructions issued by vide letter No. 1170-SW(1)-95 dated 07.06.1995 & No. 213SW(1)-2010 dated 31.08.2010, No.22/22/2004 3GS-III dated 14.06.2016, No.1282-SW(1) dated 28.08.2018 and No. 512-SW (1) 2021 dated 01.12.2021 and as amended from time to time, as applicable. . The applicants who have claimed such reservation are required to produce the requisite certificate along with latest Income Certificate issued from the Competent Authority after 31.03.2025 as defined vide State Govt. Notification No. 491-SW(1)-2021 dated 17.11.2021, No. 22/132/2013-1GS-III dated 22.03.2022, No. 40/13/2024-1SW dated 16.07.2024 and instructions issued from time to time. The applicants failing to adhere the same will be considered against Unreserved Category posts only. OBC certificate issued for jobs in Central Govt. will not be considered irrespective of income mentioned in certificate.
- (iv) EWS certificate on prescribed Performa should be valid for the year in which the candidates have applied for the posts as per govt. instructions issued vide no. 1222/12/2019-IGS-III, dated 25.02.2019. The EWS certificate should be issued after 31.03.2025 and valid for the year 2025-26. EWS certificate issued for jobs in Central Govt. will not be considered irrespective of income mentioned in certificate. If a candidate fails to submit certificate as per above requirement, then he/she shall be considered under Un-reserved category.
- (v) The reservation for Ex-serviceman of Haryana will be given as per instructions issued vide No. 12/15/2019-4GS-II dated 09.03.2022 and further clarified vide letter even no. dated 13.04.2022 by the Chief Secretary to Govt. of Haryana. The dependent sons/daughters of ESM will be considered against ESM category if post advertised and

suitable ESM applicants are not available. ESM/DESM applicants of Haryana claiming benefit will have to produce the fresh eligibility certificate from the concerned Zila Sainik Board to the effect that his/her father has not availed the benefit of re employment in any Government Service, Public Sector undertaking including Para-Military Forces, in view of State Government instructions. Mere dependent certificate will not be entertained.

(vi) The candidates who have claimed reservation under DSC/OSC category are required to produce the requisite certificate (valid for state of Haryana) issued from the Competent Authority as defined vide State Govt. instructions issued vide letter No. 22/163/2024-5HR-III dated 13.11.2024. Further, if and only if suitable candidates of Deprived Scheduled Castes are not available, then suitable candidates of Other Scheduled Castes may be recruited against the posts and vice-versa.

(vii) In case no suitable applicant of EWS category found for the EWS post if advertised, the post reserved for same will be filled by UR Category candidate.

14. No change/modification in the category of any candidate is allowed after submission of application form. No correspondence/email/ phone will be entertained in this regard.

15. University may conduct written test/ skill test for shortlisting candidates.

16. In view of hon'ble high Court judgement dated 31.05.2024 in Ipa no. 1037/2023, the weightage of socio-economic marks in the scheme of marks has been done away with. The Selection Procedure for these contractual positions shall be held as under: -

1. Written Test: - 50 % weightage

2. Skill test: -50 % weightage

The qualifying percentage in such test(s) is fixed at 40% (38% for SC/ST/PWD). The applicants who qualify in the written test shall be considered for Skill test. Final merit will be prepared based on the composite score of above tests as per the above weightage.

Note: -Only applicants who qualifying in the both tests shall be considered for final merit.

17. The scheme and syllabus of the written test/Skill test will be uploaded on university website with necessary instructions.
18. The prescribed essential qualifications and experience indicated are bare minimum and mere possession of the same will not entitle any candidate to be called for written test/skill test. The applications may be short-listed on the basis as deemed appropriate by the Competent Authority.
19. All original documents in support of the claims should be produced for verification before/at the time of document verification /joining, if called for.
20. The vacancy shown in advertisement is indicative and may increase or decrease at the discretion of the University at the time of selection. The University reserves the right not to fill the post advertised without assigning any reason.
21. No TA/DA is payable for attending any test/ written test.
22. As per Ministry of Human Resource Development Notification No. 44 dated 01-03-1995 published in Gazette of India edition dated 10-06-2015, the Degree obtained through open Universities/ Distance Education Mode needs to be recognized by Distance Education Council, IGNOU. Accordingly, unless such Degrees had been recognized for the period when the candidates acquired the relevant qualification, they will not be accepted for the purpose of Educational Qualification.
23. Application not supported with required application fee; self-attested copies of certificates/ testimonials will be rejected. Incomplete applications or the applications received without the prescribed fee or received after the last date of receipt of applications will be rejected and no correspondence will be entertained in this regard.
24. The period of experience wherever prescribed shall be counted only after obtaining the prescribed essential qualification. The experience certificate in support of the experience wherever prescribed should clearly reveal about the period of work, designation with pay scale/ pay band with grade pay/ pay level. The certificate must be supported with PF statement/ Form 16/ Bank Statement or any other valid proof of salary paid as claimed in the certificate otherwise no benefits of experience will be considered by university.
25. Concealment of facts or supply of wrong information will result in cancellation of candidature at any time in addition to legal action.
26. The Candidates are advised to keep on visiting the website of the University for related updates including any corrigendum/addendum, Selection Criterion, date of Written

test/ Skill test /list of shortlisted candidates etc. Further, no information in respect of this advertisement shall be published in the newspaper.

27. No correspondence what so ever will be entertained from the candidates regarding conduct/ result of advertised post and the reason for not being called for written test/skill test/document verification. A candidate found ineligible at any stage of selection/ norms his/ her candidature will summarily be cancelled.
28. University reserves the right of deciding the disciplines as concerned/relevant/ allied/ while scrutinizing the applications. The decision of the university shall be final and binding for the candidates.
29. For all posts/positions which are sub-judice before Hon'ble Court through Writ Petitions, the final selection will be as per the final outcome of Writ Petitions.
30. Kindly note that merely appearing in a Written Test/Skill test shall not confirm any right of appointment/selection.
31. The contractual employees shall not be given the benefits of allowances, provision and gratuity etc as admissible to regular teachers and no such claim shall be entertained.
32. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issuing the appointment letter, the University reserves the right to modify/withdraw/cancel any communication made to the applicant in this regard.
33. The University reserves the right to Revise/Reschedule/Cancel/Suspend the recruitment process without assigning any reason. The decision of the University shall be final and no appeal in this regard shall be entertained.
34. All disputes pertaining to the recruitment of these posts shall fall within the jurisdiction of Palwal Court only.
35. Before the joining of the advertised post, the candidate shall have to submit an affidavit on Rs. 100 stamp paper, which is attached in Annexure-B.
36. The filled application form must be signed on each page by the applicant. Such signed copy of application form along-with all supporting self-attested documents should be sent at the following address by the last date: -

Last date to apply – **24/08/2025 at 05:00 PM**

"The Assistant Registrar (Estt.), Administration Block, 2nd Floor, Shri Vishwakarma Skill University, Administrative Block, Dudhola, Palwal-121102"

**-Sd-
REGISTRAR**

Eligibility Criteria: -**1. Skill Instructor (Agriculture)**

1	Name of the Post	Skill Instructor (Agriculture)
2	Pay Matrix	Level- 06
3	Age limit	50 years
4	Essential Qualification	Master with 55% marks in Agriculture or allied branch from recognized institution/ University, with two years' experience in reputed industry/institution. OR Graduate Degree with 55% marks in agriculture or allied branch from recognized institution/ University, with four years' experience in reputed industry/institution. OR B. Voc degree with 55% marks in agriculture or allied branch with a skill certificate in at least one QP in relevant field of NSQF Level 4 or above from UGC/AICTE recognized institution/ University or Institutions on full time regular mode basis, with four years' experience in reputed industry/institution.

2. Skill Instructor (Civil Engineering)

1	Name of the Post	Skill Instructor (Civil Engineering)
2	Pay Matrix	Level- 06
3	Age limit	50 years
4	Essential Qualification	M.E./M.Tech with at least 55% or its equivalent in Civil Engg. or concerned/allied/relevant disciplines from AICTE recognized institution/ University with one-year shop floor experience in reputed industry/institution OR B.E/B.Tech with 55% marks in Civil Engineering or allied branch from AICTE recognized institution/ University on full time regular mode basis, with three years' practical experience in reputed industry/ institution. OR B. Voc degree with 55% marks in Civil Engg. or allied branch with a skill certificate in at least one QP in relevant field of NSQF Level 4 or above from UGC/AICTE recognized institution/ University or Institutions on full time regular mode basis, with 04 years practical experience in Reputed industry/Institution. OR

		A first class Engineering Diploma of three years in Civil Engineering or its equivalent concerned/ allied/relevant disciplines from any State Board of Technical Education/ university with six years' practical experience in Reputed industry/Institution. OR National Trade certificate/ National Apprenticeship Certificate in relevant trade with eight years' practical experience in Reputed industry/Institution including training period.
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3. Skill Instructor (Computer Science Engineering)

1	Name of the Post	Skill Instructor (Computer Science Engineering)
2	Pay Matrix	Level- 06
3	Age limit	50 years
4	Essential Qualification	M.E./M.Tech with at least 55% or its equivalent in Computer Science Engineering/ Information Technology or concerned/allied/relevant disciplines from AICTE recognized institution/ University with one- year shop floor experience in reputed industry/ institution. OR B.E./B.Tech with 55% marks in Computer Engineering / Information Technology or its equivalent from AICTE recognized institute/university and three years of experience in reputed industry/ institution. OR B. Voc/B.Sc. degree with 55% marks in Computer Science / Information Technology or its equivalent with a skill certificate in at least one QP in relevant field of NSQF Level 4 or above from UGC/AICTE recognized institute/university on full time regular mode basis, with four years' experience in reputed industry/institution. OR 'A' level certificate from Department of Electronics and Information Technology (DOEACC), Government of India, with five years' experience in reputed industry/institution. OR B level certificate from Department of Electronics and Information Technology (DOEACC), Government of India, with three years' experience in reputed industry/institution. OR M.Sc Computer/ M.Sc Computer Application/ M.Sc Information Technology/ M.Sc. Software/MCA after

		passing B.Sc./ BCA from a recognized university with two years' experience in reputed industry/institution. OR A first class Diploma of three years in Computer Application/ Engineering or its equivalent from State Board of Technical Education with six years' experience in reputed industry/institution.
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4. Skill Instructor (Electronics Engineering)

1	Name of the Post	Skill Instructor (Electronics Engineering)
2	Pay Matrix	Level- 06
3	Age limit	50 years
4	Essential Qualification	M.E./M.Tech with at least 55% or its equivalent in Electronics Engg. or concerned/allied/relevant disciplines from AICTE recognized institution/ University with one-year shop floor experience in reputed industry/institution OR B.E./B.Tech with at least 55% or its equivalent in Electronics Engg. / Electronics & Communication Engineering or concerned/allied/relevant disciplines from AICTE recognized institution/ University or Institutions on full time regular mode basis, with three years of shop floor/ industrial experience in reputed industry/institution. OR B. Voc degree with 55% marks in Electronics Engg. / Electronics & Communication or concerned/ allied/ relevant disciplines or its equivalent with a skill certificate in at least one QP irrelevant field of NSQF Level 4 or above from UGC/AICTE recognized institute/university on full time regular mode basis, with four years of shop floor experience in reputed industry/ institution. OR A first class Engineering Diploma of three years or its equivalent in Electronics Engg. / Electronics & Communication or concerned/ allied/ relevant disciplines from any State Board of Technical Education, with six years' shop floor experience in reputed industry/institution. OR National Trade certificate/ National Apprenticeship Certificate in relevant trade with eight years' shop floor/practical experience in reputed industry/Institution including training period.

5. Skill Instructor (Interior Design)

1	Name of the Post	Skill Instructor (Interior Design)
2	Pay Matrix	Level- 06
3	Age limit	50 years
4	Essential Qualification	M.Arch / M.Plan / M.Des. with at least 55% or its equivalent in Interior Design/Architecture or concerned/allied/relevant disciplines from AICTE / COA (Council of Architecture) recognized institution/ University on full time regular mode basis. OR B.Arch / B.Des with at least 55% or its equivalent in Interior Design/ Architecture or concerned/allied/relevant disciplines from AICTE / COA (Council of Architecture) recognized institution/ University or Institutions on full time regular mode basis, with Three years of experience in reputed industry/institution. OR B. Voc degree with 55% marks in Interior Design or concerned/ allied/ relevant disciplines or its equivalent with a skill certificate in at least one QP in relevant field of NSQF Level 4 or above from UGC/AICTE recognized institute/university on full time regular mode basis, with four years of experience in reputed industry/ institution. OR A first class Diploma of three years or its equivalent in Interior Design/ Architecture Assistantship or concerned/ allied/ relevant disciplines from any State Board of Technical Education, with six years in reputed industry/institution. OR National Trade certificate/ National Apprenticeship Certificate in relevant trade with eight years experience in reputed industry/Institution including training period.

6. Skill Instructor (Management-Retail)

1	Name of the Post	Skill Instructor (Management-Retail)
2	Pay Matrix	Level- 06
3	Age limit	50 years
4	Essential Qualification	Masters with 55% marks in Management or allied branch from recognized institution/ University, with two years' experience in reputed industry/institution. OR Graduate Degree with 55% marks in Management or allied branch from recognized institution/

		University, with four years' experience in reputed industry/ institution. OR B.Voc degree with 55% marks in Management or allied branch with a skill certificate in at least one QP in relevant field of NSQF Level 4 or above from UGC/AICTE recognized institution/ University or Institutions on full time regular mode basis, with four years' experience in reputed industry/institution.
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7. Skill Instructor (Mechanical Engineering)

1	Name of the Post	Skill Instructor (Mechanical Engineering)
2	Pay Matrix	Level- 06
3	Age limit	50 years
4	Essential Qualification	M.E./M.Tech with at least 55% or its equivalent in Mechanical Engg., or concerned/ allied /relevant disciplines from AICTE recognized institution/ University with one-year shop floor experience in reputed Industry/ Institution. OR B.E./ B.Tech with at least 55% or its equivalent in Mechanical Engg., or concerned/ allied/ relevant disciplines from AICTE recognized institution/ University on full time regular mode basis with three years' shop floor experience in reputed industry/ Institution. OR B.Voc degree with 55% marks in Mechanical Engg. or concerned/ allied/ relevant disciplines or its equivalent with a skill certificate in at least one QP in relevant field of NSQF Level 4 or above from UGC/AICTE recognized institute/university on full time regular mode basis, with four years of shop floor experience in reputed industry/ institution. OR A first class Engineering Diploma of three years or its equivalent in Mechanical or concerned/ allied/ relevant disciplines from any State Board of Technical Education, with six years' shop floor experience in reputed industry/institution. OR National Trade certificate/ National Apprenticeship Certificate in relevant trade with eight years' shop floor/practical experience in reputed industry/Institution including training period.

8. Skill Instructor (Medical Lab. Technology)

1	Name of the Post	Skill Instructor (Medical Lab. Technology)
2	Pay Matrix	Level- 06
3	Age limit	50 years
4	Essential Qualification	Masters with 55% marks in Medical Lab Technology/ allied branch or its equivalent from recognized Institute/University and two years of experience in reputed Industry/Institution OR B.E./B.Tech with 55% marks in Medical Electronics/Technology/Bio-Medical Engg., allied branch or its equivalent from AICTE recognized institute/university and three years of experience in reputed industry/institution. OR B. Voc/B.Sc. degree with 55% marks in Medical Lab Technology/ allied branch or its equivalent with a skill certificate in at least one QP in relevant field of NSQF Level 4 or above from UGC/AICTE recognized institute/university on full time regular mode basis, with four years' experience in reputed industry/institution OR A first class Engineering Diploma of three years in A first class Engineering Diploma of three years in Medical Lab Technology/ allied/ relevant disciplines from any State Board of Technical Education, with six years' experience in reputed industry/institution.

9. Skill Instructor (Physics)

1	Name of the Post	Skill Instructor (Physics)
2	Pay Matrix	Level- 06
3	Age limit	50 years
4	Essential Qualification	Master's degree with at least 55% or its equivalent in Physics or concerned/ allied/ relevant disciplines, with two-year experience in reputed industry/institution. OR Bachelor's degree with at least 55% or its equivalent in Physics or concerned/ allied/ relevant disciplines, with four-year experience in reputed industry/institution. OR B.Voc degree with 55% marks with physics or concerned/ allied/ relevant disciplines or its equivalent with a skill certificate in at least one QP in relevant field of NSQF Level 4 or above from UGC/ AICTE recognized institute/university on full time regular mode basis,

		with four years' experience in reputed industry/institution.
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10. Skill Instructor {Visual Arts (Graphics & Design)}

1	Name of the Post	Skill Instructor {Visual Arts (Graphics Design)}
2	Pay Matrix	Level- 06
3	Age limit	50 years
4	Essential Qualification	A candidate must possess any one of the following qualifications: M.Des. / M.Voc. / M.F.A. (Applied Arts) / M.A. in Visual Arts (Applied Arts) / Graphic Design / Animation / Digital Design (NCrF level 6.5) or concerned/allied/relevant discipline with at least 55% marks or its equivalent from a UGC/AICTE recognized institution/university, with one-year of relevant experience in a reputed industry/institution OR B.Des. / B.Voc. / B.F.A. (Applied Arts) / B.A. in Visual Arts (Applied Arts)/ Graphic Design / Applied Arts / Animation / Digital Design (NCrF level 5.5) or concerned/allied/relevant discipline with at least 55% marks or its equivalent from a UGC/AICTE recognized institution/university on full-time regular mode basis, with three years of relevant experience in a reputed industry/institution. OR A First Class 3-Year Diploma in Visual Arts (Applied Arts) / Graphic Design (NCrF level 4.5) or concerned/allied/relevant discipline from a State Board of Technical Education or equivalent, with five years of relevant experience in a reputed industry/institution.

10. Skill Instructor (Yoga & Health)

1	Name of the Post	Skill Instructor (Yoga & Health)
2	Pay Matrix	Level- 06
3	Age limit for direct recruits	50 years
4	Essential Qualification	Master's Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Physical Education/ sports/ Yoga or concerned/allied/relevant disciplines from UGC recognized university /institution on full time regular

		mode basis with three years practical/teaching experience in relevant field; OR B.Voc with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Physical Education/ sports/ Yoga or concerned/allied/relevant disciplines with a skill certificate in at least one QP in relevant field of NSQF Level 4 or above from UGC recognized university /institution on full time regular mode basis with 04 years practical/teaching experience in relevant field; OR A graduate degree with 55% in Physical Education/ sports/ Yoga with six years practical / professional experience in relevant field.
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Affidavit to be submitted by the candidates after selection

SERVICE CONTRACT/ AGREEMENT

Form of Contract/ Agreement being executed between Mr. / Ms. / Dr. _____(Name of person engaged) and Registrar, Shri Vishwakarma Skill University, Palwal (Haryana).

The agreement is made on this ____day of _____, 2025 between Mr. /Ms./Dr. S/D/o Sh. _____R/o _____(hereinafter called the FIRST PARTY) and the Registrar of Shri Vishwakarma Skill University, Palwal (hereinafter the SECOND PARTY)

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to be engaged as Assistant Professor in _____on contract basis, on the following terms & conditions: -

1. (a) That the FIRST PARTY shall remain in the service of the SECOND PARTY as an Assistant Professor on contract basis only for a period of one academic session 2025-26 w.e.f date of joining till end of teaching classes of academic session 2025-26 **or till the joining of regular Skill Instructor whichever is earlier**. It is specifically mentioned and agreed upon by both the parties that this contract of the FIRST PARTY with SECOND PARTY shall ipso facto stands terminated on the last working day of academic session 2025-26 without any notice and the FIRST PARTY will automatically stand relieved from his/her duties on last date of Academic Session 2025-26. No kind of relieving letter will be issued separately.

(b) Provided that for further extension /renewal of contract period, if any as per the requirements of the SECOND PARTY, the HOD shall issue a certificate that the work performance and conduct of FIRST PARTY have been satisfactory during the previous term and only then the period of contract is to be renewed /extended. Any such extension/ renewal of the contract period, only if required by the University, will be at the sole discretion of SECOND PARTY.
2. The FIRSTY PARTY shall have no right to claim for regularization/ permanent absorption as Skill Instructor in the University at any stage. This engagement is purely temporarily basis. The FIRST PARTY shall have no right or lien of any sort after termination or expiry of this contract as he/she is engaged temporarily under this specific contract.
3. The engagement of FIRST PARTY will be purely on temporary basis and may be terminated at any stage without assigning any reason on one month's notice or one month's salary in lieu of notice, on either side. The engagement is liable to be terminated in case the performance/conduct of FIRST PARTY is not found good and/or found indulge in activities detrimental to the interest of the University.
4. The SECOND Party will pay to the FIRST PARTY a consolidated contract amount of mentioned in the advertisement of Skill Instructor on monthly basis towards his/her services rendered to the University. No kind of other allowance shall be admissible. The FIRST PARTY

shall also not be entitled for Medical Reimbursement and LTC etc.

5. (a) **The contractual engaged FIRST PARTY in addition to public holidays, restricted holidays, be entitled for;**
 - (i) **Casual Leave - One day casual leave per month subject to maximum 10 days within the contract period. Further if leave is not consumed in any month, the same will be carried forward which can be consumed later up to the end of contract period or termination of contract period whichever is earlier.**
 - (ii) **Medical/Sick Leave- One Medical /Sick leave during each calendar month subject to maximum 10 days medical leave during contract period;**
 - (iii) **Maternity Leave: - A female contractual teacher shall be entitled to maternity leave admissible under Maternity Benefit Act, 1961.**
- (b) **The FIRST PARTY will not be entitled for the payment of contractual amount for the period of absence from duty. Any unauthorized absence from the duty without the approval of the controlling authority shall lead to the termination of the contract. If he/she continuously remains absent for more than 5 days without the approval of the controlling authority, his/her service will be terminated automatically.**
- (c) **No Objection Certificates will not be issued for enrolment in Ph.D. Course work to the Contractual Teacher. On registration in Ph.D. in this University or outside University, his / her engagement will be terminated automatically.**
6. **At the time of submitting joining report, the FIRST PARTY shall have to furnish the following documents (not applicable in case of re-engagement), failing which joining report will not be accepted: -**
 - a) **Medical Fitness Report from CMO, Palwal/ competent Medical Authority at the time of joining. In case of female candidate in state of pregnancy beyond twelve weeks will render her temporarily unfit till the confinement is over. However, she may be allowed to join, but the women candidate should be re-examined for fitness from competent Medical authority and in case of she declared fit by the competent authority her service will continue otherwise her service shall be terminated with immediate effect.**
 - b) **Execute this Service Contract/Agreement on non-judicial paper worth Rs. 100/-. An affidavit to the effect that;**
 - i) **You are not dismissed from any Govt./ Semi-Govt. service and have not been punished for any act of moral turpitude.**
 - ii) **You will submit attestation form of Character & Antecedent in triplicate after the joining.**
 - iii) **All documents enclosed with application form and information furnished is true.**
 - iv) **You will abide by the terms & conditions of your engagement mentioned in this Service Contract/Agreement.**
7. **The FIRST PARTY will not be entitled to get any benefit which is extended to regular employee of the Shri Vishwakarma Skill University, Palwal. However, for official tours, the FIRST PARTY will be entitled to TA/DA at par with the other employees and as per the policy of University.**
8. **The FIRST PARTY's contractual engagement will not be treated like regular teachers for any**

purpose including voting rights for the Court, Executive Council and Academic Council election. Contractual engagement will not be governed by Statutes, Ordinances relating to the teachers appointed on sanctioned Posts, but this engagement would be governed by this specific contract/agreement for the stipulated period, subject to termination without assigning reason during the period of contractual service.

9. The contractual engagement is provisional and is subject to the verification of Character & Antecedent report, educational qualification and other certificates including claim of reservation, through proper channels and if the Character Antecedent is found adverse or not verified or any false information is found given by the candidate, the provisional contractual engagement of FIRST PARTY shall be cancelled forthwith without assigning any reason and other criminal /legal action will also, be taken as a consequence.
10. The FIRST PARTY shall serve faithfully and diligently. He/she shall devote his/her whole time to the service of the University and shall not without permission of the University, engage, directly, in any trade or business whatsoever, or in any private service or any other work to which may emolument or honorarium is attached. However, this prohibition shall not apply to work undertaken with prior permission of the Competent Authority, in connection with the academic/research work and publication thereof.
11. In addition to the specific teaching assignment, the FIRST PARTY can be assigned any other duties by the authorities of the University and shall be responsible for the accomplishment of the task/work load assigned from time to time.
12. In case of any dispute/grievance arising out of this contractual engagement the same shall be referred to the Vice Chancellor of the Shri Vishwakarma Skill University and the decision of Vice-Chancellor or nominated officer thereby, shall be final and binding on both the parties.

IN WITNESS the FIRST PARTY and SECOND PARTY have herein to set their hands the day, month and year first, above written

IN THE PRESENCE OF WITNESS:

1. _____

(Name and full address)

(Signature of FIRST PARTY)

2. _____

(Name and full address)

IN THE PRESENCE OF WITNESS:

1. _____

(Name and full address)

(Signature & Seal of REGISTRAR)

SECOND PARTY

Note: This service contract to be executed on Rs. 100/- Non-Judicial Stamp Paper between the person engaged on contract and Registrar, Shri Vishwakarma Skill University, Palwal.



APPLICATION FORM FOR CONTRACTUAL POSITIONS

FOR OFFICE USE ONLY	
Application No:	PASTE HERE A SIGNED COPY OF YOUR RECENT PASS- PORT PHOTOGRAPH SIZE
Received on (date):	
Total no. of pages received:	
Name & Sign. of dealing official:	

NOTE:

- i. The application form should be filled in properly and completely.
- ii. Self-attested copies of all Certificates/Testimonials should be attached with the original application form only. Originals will have to be shown at the time of the interview.
- iii. The application should be accompanied by the fee receipt of the prescribed application fee for their respective category.
- iv. Persons in employment should send their applications through their employer. They may however, send a copy in advance, but it must be on the prescribed form and accompanied by prescribed application fee, copies of certificate/testimonials etc.
- v. Only eligible candidates should apply for the position/Post (Candidate must be eligible on the last date of submission of Application Form).
- vi. Prescribed qualification and instructions may be seen on the University website www.svsu.ac.in
- vii. Weightage of only those documents shall be counted whose copies are attached.
- viii. Application not supported with required application fee, self-assessment Performa for their respective position/post applied, self-attested copies of certificates/testimonials will be rejected.
- ix. No application/documents shall be accepted after the expiry of last date of the receipt of application forms. Incomplete form and those received after the expiry of last date will not be entertained and will stand rejected summarily.

Name of the post applied _____

Post Code _____

Advertisement No. _____

First Name _____, Last Name _____

Father's Name _____, Mother's Name _____

Spouse's Name (if married) _____

Date of Birth: Day _____ Month _____ Year _____, Category _____

(As recorded in the Matriculation or equivalent certificate)

Age (as on the last date fixed for the receipt of application) Years _____ Months _____
Days _____

Nationality _____ Religion _____

Marital Status (Married/ Unmarried) _____ Sex (Male/ Female) _____

Email Address _____

Aadhar Number _____

Permanent Address:

PIN CODE _____ Phone No. _____

Email ID _____

Correspondence Address:

PIN CODE _____ Phone No. _____

Educational Qualifications (Attach additional pages, if required)

Education	Year of passing	Marks/CGPA	Min Marks/CGPA	Max Marks Conversion	% of Marks University / Board	Subjects	Type
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
10 th Class/ equivalent							
10+2/ equivalent							
Bachelor's degree							
Master's degree							
M.Phil.							
Ph.D. degree							
Any Other							

National level test qualified: Yes/No

Is the Ph.D. degree awarded: Yes/No?

Experience Detail:

Type	Employee	Post held	Pay Scale/ Band/CPC with GP	Basic Pay	Period of employment (Form)	Period of employment (To)	Nature of duties

Additional information:

Has there been any break in your career? _____, if so, give detail thereof with reasons:

Have you ever been punished during your service or convicted by a Court of Law? _____

If so give, detail: _____

Were you at any time declared medically unfit or asked to submit your resignation or discharged or dismissed? _____ If yes, give detail: _____

Have you studied Hindi up to Matric Standard? _____

If yes, give detail: _____

If any. Give details of proficiency acquired and part taken in other extra-curricular or social activities such as NCC, public debates and social service etc: I have organized from time to time seminar and various competitions for exposing the students to new areas of technology further I gave the expert lecture on the Digital Economics Benefits during one week NSS Programme.

Present Designation: _____, Pay Scale/Band/CPC with GP: _____
 _____ Total emoluments: _____

Reference:

Give name, designation and address of three references not related to you. Reference should be of persons with or under whom you have worked or who have intimated knowledge of your work.

Name	Designation	Mobile no.	Address

UNGERTAKING/DECLARATION: I hereby declare that the information furnished by me in the Registration/Application Form is correct and nothing has been concealed in case any information furnished by me is found to be false/incorrect/untrue than I shall be liable to civil/criminal prosecution and my claim to admission/ appointment/ registration/service in the Institute may be cancelled/terminated. I have also read the advertisement & other information published in this regard and understand that my candidature is always provisional subject to verification.

Signature of Candidate

Note: -

Please note that submission of application form does not mean acceptance of candidature, which is subject to eligibility criteria & other requirement of from such as photo, signature etc.