

Annexure-I

NATIONAL LAW UNIVERSITY DELHI

Qualifications and age limit

Name of posts	No. of Posts	Qualifications	Pay Scale/Pay Level and Age Limit
Deputy Registrar	1(UR)	<p><u>For Direct Recruitment</u></p> <p>i. Master's Degree with at least 55% marks or equivalent grade of 'B' in UGC seven-scale point</p> <p>ii. 9 years of experience as Assistant Professor in the AGP of Rs.6000/- and above with experience in educational administration or comparable experience in research establishment and/or other institutions of higher education</p> <p>or</p> <p>5 years of administrative experience as Assistant Registrar or in an equivalent post</p>	<p>Pay Level – 12 of pay Matrix</p> <p>Age Limit- upto 50 years</p>

Assistant Registrar	1(UR)	<p><u>For Direct Recruitment</u></p> <p>i. Master's Degree with at least 55% marks or equivalent grade of 'B' in UGC seven-scale point</p> <p>ii. At least Three years of experience as Section Officer in the University administration/finance and accounts/purchase procedures/examination and evaluation/estate management, store keeping, guest house management, Hostel management etc. preferably in govt. sector.</p>	Pay level – 10 of Pay Matrix (Age Limit – upto 50 years)
Senior Assistant	1(UR)	<p><u>For Direct Recruitment</u></p> <p>1. Bachelor's Degree from a recognized university.</p> <p>2. Five years' experience of drafting, noting, correspondence in, preferably in govt. sector.</p>	Pay Level-6 (Age limit-upto 35 years)
Junior Assistant	4 (UR-2, OBC-1, EWS-1) One post is meant for Persons with Disabilities	<p><u>For Direct Recruitment</u></p> <p>1. Bachelor's Degree from a recognized university.</p> <p>2. Typing speed of 40 w.p.m. in English or 35 w.p.m. in Hindi on computer</p>	Pay Level-2 (Age limit- upto 30 years)

Annexure-II

NATIONAL LAW UNIVERSITY DELHI

SECTOR-14, DWARKA NEW DELHI-11078

Procedure for Selection & mode of Appointment

A. The Selection Procedure will be as mentioned against each post in the below table:

Sr.No	Name of the post	No. of Post	Pay Scale/Pay Level	Selection Procedure
1	Deputy Registrar	1(UR)	Pay Level-12	The Selection on these posts will be through interview. However, the University may conduct written examination for short listing of candidates, if required.
2	Assistant Registrar	1(UR)	Pay Level-10	
3.	Senior Assistant	1(UR)	Pay Level-6	The Selection on this post will be through the written test / interview.
4	Junior Assistant	4(UR-2, OBC-1, EWS-1) One post is for Persons with Disabilities	Pay Level-2	The Selection on this post will be through the written test & type test

Syllabus of written examination, wherever required, will be notified after the last date of receipt of applications. The level of the examination will be different for each post based on the minimum eligibility qualifications.

Note:

1. All the updates regarding this advertisement including the alterations, if any, in the number of vacancies, pattern of test or marks, evaluation & mode of appointment etc. will be provided on the website of the National Law University Delhi only.
2. NLU Delhi reserves all right not to fill up any of the post advertised.