

RECRUITMENT FOR NON-TEACHING POSITIONS
(Advt. No. 69/2026/Admn.)

The Indira Gandhi National Open University (IGNOU) invites online applications for recruitment to the following non-teaching posts:

Sr. No.	Name of Post	Pay Matrix	Age limit in (years)	Vacancy Category wise					Total
				UR	SC	ST	OBC-NCL	EWS	
1	Assistant Director	Rs.15600-Rs.39100 Level-10 of 7 th CPC	48 years	02	--	--	-	--	02
2	Technical Manager	Rs.15600-Rs.39100 Level-10 of 7 th CPC	42 years	03	--	--	01	--	04
3	Technical Assistant	Rs.9300-Rs. 34800 Level-8 of 7 th CPC	37 years	05	01	--	02	---	08

IMPORTANT DATES

Online Registration /applying:	From 03.10.2026 to 02.11.2026 23:59:59 HRS.
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The reservation under various categories will be as per prevailing Government of India's guidelines at the time of finalization of result.

RECRUITMENT RULES FOR THE ADVERTISED POSTS

S.No.	Name of Post with Pay Scale	Educational Qualification & Experience Required	No. of Posts Posts
1.	Technical Assistant-LMS Pre-revised Pay Scale: (Rs.9300/-Rs.34800/-) PB-2, GP-Rs.4800/- Revised Pay Scale as per 7 th CPC: Level 8	<u>100% Direct Recruitment:</u> <u>Essential:</u> - B.E(CS/IT) / B.Tech(CS/IT) / M.Sc(CS/IT) / MCA from a recognized University/Institute with 55% of marks or equivalent grade. - Atleast 3 years of working experience in Learning Management System (LMS) Experience in installation, configuration, customization, and administration of Learning Management Systems such as Moodle, Canvas, Blackboard, or equivalent platforms. E-content deployment and course management, User management and access control, Online assessment and examination systems in PSUs / Universities / Educational Institutions / GoI organisations or reputed IT organizations. <u>Desirable:</u> - Experience in the following: - Integration of LMS with Video conferencing platforms - ERP/Student Information Systems - Digital repositories and e-learning tools Preference will be given to candidates possessing one or more of the following certifications: - Moodle Administrator / Moodle Educator Certification	02 (01 OBC-NCL, 01 UR)

		- Blackboard Learn Administration Certification - Canvas LMS Certification - Google Certified Educator / Google Workspace for Education Certification Classification: Technical in nature.	
2.	Technical Assistant-Networking Pre-revised Pay Scale: (Rs.9300/-Rs.34800/-) PB-2, GP-Rs.4800/- Revised Pay Scale as per 7th CPC: Level 8	100% Direct Recruitment: Essential: - B.E(CS/IT) / B.Tech(CS/IT) / M.Sc(CS/IT) / MCA from a recognized University with 55% of marks or equivalent grade. - Atleast 3 years of working experience in handling enterprise-level network infrastructure, HCI Infrastructure, Mini Cloud Management, Palo Alto, F5 Technologies in PSUs / Universities / Educational Institutions / GoI organisations or reputed IT organizations. Desirable: Experience in configuration and maintenance of network equipment: - Routers, Switches, VLANs, VPNs, and Wireless Networks - Backup and Disaster Recovery Solutions Preference will be given to candidates possessing one or more of the following certifications: - CCNA / CCNP - Palo Alto Certified Network Security Engineer - F5 Certified Administrator - RHCE / MCSE / Cloud Certifications Classification: Technical in nature.	02 (01 UR, 01 SC)
3.	Technical Assistant-Animator Pre-revised Pay Scale: (Rs.9300/-Rs.34800/-) PB-2, GP-Rs.4800/- Revised Pay Scale as per 7th CPC: Level 8	100% Direct Recruitment: Essential: - B.E(CS/IT) / B.Tech(CS/IT) / M.Sc(CS/IT) / MCA from a recognized University with 55% of marks or equivalent grade. - Minimum of 3 years of working experience in: 2D & 3D Animation, Multimedia Content Development Motion Graphics and Visual Effects (VFX), Graphic Designing and Video Editing in PSUs / Universities / Educational Institutions / GoI organizations or reputed IT organizations. Desirable: Experience in Animation Software such as Autodesk Maya, Blender, Adobe After Effects, Adobe Animate, Premiere Pro, or equivalent tools. Preference will be given to candidates possessing one or more of the following certifications: - Autodesk Maya Certified Professional Certification in 3D animation, modeling, rigging, and rendering using Autodesk Maya. - Adobe Certified Professional (ACP) in: ➤ Adobe After Effects ➤ Adobe Premiere Pro ➤ Adobe Animate ➤ Adobe Photoshop ➤ Adobe Illustrator - Blender Certification or equivalent certification in Blender for 3D animation and visual effects. - Certifications in:	01- UR

		➤ 2D & 3D Animation ➤ Motion Graphics ➤ Visual Effects (VFX) ➤ Multimedia Design ➤ Digital Content Creation <u>Classification:</u> Technical in nature.	
4.	Technical Assistant-Game Designer Pre-revised Pay Scale: (Rs.9300/-Rs.34800/-) PB-2, GP-Rs.4800/- Revised Pay Scale as per 7 th CPC: Level 8	<u>100% Direct Recruitment:</u> <u>Essential:</u> 1. B.E(CS/IT) / B.Tech(CS/IT) / M.Sc(CS/IT) / MCA from a recognized University with 55% of marks or equivalent grade. 2. Minimum of 3 years of working experience in: ➤ Game Design and Development ➤ Interactive Multimedia Applications ➤ 2D/3D Game Asset Creation ➤ UI/UX Design for Games ➤ Game Testing and Deployment in PSUs / Universities / Educational Institutions / GoI organizations or reputed IT organizations. <u>Desirable:</u> Experience in Game Development tools/software such as Unity, Unreal Engine, Blender, Autodesk Maya, Adobe Creative Suite, or equivalent tools. Preference will be given to candidates possessing one or more of the following certifications: • Unity Certified Associate / Unity Certified Professional / Unity Certified Expert • Unreal Engine Developer Certification • Autodesk Maya Certified Professional • Blender Certification or equivalent certification in 3D Modeling and Animation • Vuforia Certified Developer Certification • ARCore or ARKit Development Certification <u>Classification:</u> Technical in nature.	01-OBC-NCL
5.	Technical Assistant-Virtual Reality/Augmented Reality Application Development Pre-revised Pay Scale: (Rs.9300/-Rs.34800/-) PB-2, GP-Rs.4800/- Revised Pay Scale as per 7 th CPC: Level 8	<u>100% Direct Recruitment:</u> <u>Essential:</u> 1. B.E(CS/IT) / B.Tech(CS/IT) / M.Sc(CS/IT) / MCA from a recognized University with 55% of marks or equivalent grade. 2. Minimum of 3 years of working experience in: • Virtual Reality (VR) / Augmented Reality (AR) Application Development • Interactive 3D Content Development • Immersive Learning Applications and Simulations • UI/UX Design for VR Environments • Integration and Deployment of VR Applications • Mobile-based AR Application Design and Deployment • AR-based Educational/Training Simulations in PSU / Universities / Educational Institutions / GoI organizations or reputed IT organizations. <u>Desirable:</u> Experience in VR/AR development tools/software such as Unity,	01- UR

		Unreal Engine, Blender, Autodesk Maya, Oculus SDK, OpenXR, Vuforia, ARCore, ARKit, Blender, Autodesk Maya, Spark AR, or equivalent tools. Preference will be given to candidates possessing one or more of the following certifications: • Unity Certified Associate / Unity Certified Professional • Unreal Engine Developer Certification • Meta (Oculus) VR Developer Certification • Vuforia Certified Developer Certification • ARCore or ARKit Development Certification • Autodesk Maya Certified Professional • Blender Certification or equivalent 3D Modeling Certification • Certification in 3D Animation, Game Design, or Interactive Media Development • UI/UX Design Certifications related to immersive applications <u>Classification:</u> Technical in nature.	
6.	Technical Assistant- Artificial Intelligence Pre-revised Pay Scale: (Rs.9300/-Rs.34800/-) PB-2, GP-Rs.4800/- Revised Pay Scale as per 7th CPC: Level 8	<u>100% Direct Recruitment:</u> <u>Essential:</u> 1. B.E(CS/IT) / B.Tech(CS/IT) / M.Sc(CS/IT) / MCA from a recognized University with 55% of marks or equivalent grade. 2. Minimum of 3 years of working experience in one or more of the following areas: • Artificial Intelligence (AI) Application Development • Machine Learning and Deep Learning Model Development • Natural Language Processing (NLP) and Generative AI Tools • Data Analytics, Predictive Modeling and Intelligent Systems • AI-based Automation, Chatbots and Recommendation Systems • Development and deployment of AI solutions using Python / TensorFlow / PyTorch / Scikit-learn or similar frameworks in PSUs / Universities / Educational Institutions / Government of India organizations / Autonomous Bodies / reputed IT or AI-based organizations. <u>Desirable:</u> Experience in: • Large Language Models (LLMs), Prompt Engineering, Retrieval-Augmented Generation (RAG), AI Agents and Generative AI applications • Data Preprocessing • AI-enabled Learning Systems, Adaptive Learning Platforms and Educational Chatbots • Data Visualization, Business Intelligence and AI-driven Analytics • AI Model Optimization, MLOps, Model Monitoring and AI Lifecycle Management • API Integration, AI Microservices and Intelligent Automation Tools • Working with GPU-based computing environments and AI infrastructure • Ethical AI, Responsible AI, AI Governance and Data Privacy frameworks Preference will be given to candidates possessing one or more of the following certifications: • Microsoft Certified: Azure AI Engineer Associate • Google Professional Machine Learning Engineer	01-UR

		• Amazon Web Services Certified Machine Learning – Specialty • IBM AI Engineering Professional Certificate • NVIDIA Deep Learning Institute (DLI) Certifications • TensorFlow Developer Certificate <u>Classification: Technical in nature.</u>	
7.	Technical Manager-LMS Pre-revised Pay Scale: (Rs.15600/-Rs.39100/-) PB-3, GP-Rs.5400/- Revised Pay Scale as per 7th CPC: Level 10	<u>Initial Recruitment will be 100% by direct recruitment:</u> On completion of first cycle, the following rules will become operational <u>66-2/3% by Promotion</u> From amongst the Technical Assistants having rendered five years of regular service in the grade being considered by DPC <u>33-1/3% by Direct Recruitment</u> <u>Essential:</u> 1. B.E(CS/IT) / B.Tech(CS/IT) / M.Sc(CS/IT) / MCA from a recognized University with 55% of marks or equivalent grade. 2. Atleast 5 years of working experience in Learning Management System (LMS) Experience in installation, configuration, customization, and administration of Learning Management Systems such as Moodle, Canvas, Blackboard, or equivalent platforms. E-content deployment and course management, User management and access control, Online assessment and examination systems in PSUs / Universities / Educational Institutions / GoI organisations or reputed IT organizations. <u>Desirable:</u> Experience in the following: • Integration of LMS with Video conferencing platforms • ERP/Student Information Systems • Digital repositories and e-learning tools Preference will be given to candidates possessing one or more of the following certifications: • Moodle Administrator / Moodle Educator Certification • Blackboard Learn Administration Certification • Canvas LMS Certification • Google Certified Educator / Google Workspace for Education Certification • Instructional Design Certifications (ADDIE, SCORM, xAPI, etc.) • Certified Learning Management System Professional (CLMSP) or equivalent. <u>Classification: Technical in nature.</u>	01-UR
8.	Technical Manager-Networking Pre-revised Pay Scale: (Rs.15600/-Rs.39100/-) PB-3, GP-Rs.5400/- Revised Pay Scale as per 7th CPC: Level 10	<u>Initial Recruitment will be 100% by direct recruitment:</u> On completion of first cycle, the following rules will become operational <u>66-2/3% by Promotion</u> From amongst the Technical Assistants having rendered five years of regular service in the grade being considered by DPC <u>33-1/3% by Direct Recruitment</u> <u>Essential:</u> 1. B.E(CS/IT) / B.Tech(CS/IT) / M.Sc(CS/IT) / MCA from a recognized University with 55% of marks or equivalent grade. 2. Atleast 5 years of working experience in handling enterprise-level network infrastructure, HCI Infrastructure, Mini Cloud Management, Palo Alto, F5 Technologies in PSUs / Universities / Educational Institutions / GoI organisations or reputed IT	01-UR

		organizations. <u>Desirable:</u> Experience in configuration and maintenance of network equipment: • Routers, Switches, VLANs, VPNs, and Wireless Networks • Backup and Disaster Recovery Solutions Preference will be given to candidates possessing one or more of the following certifications: • CCNA / CCNP • Palo Alto Certified Network Security Engineer • F5 Certified Administrator • RHCE / MCSE / Cloud Certifications <u>Classification:</u> Technical in nature.	
9.	Technical Manager – Virtual Reality/ Augmented Reality Application Development Pre-revised Pay Scale: (Rs.15600/-Rs.39100/-) PB-3, GP-Rs.5400/- Revised Pay Scale as per 7th CPC: Level 10	<u>Initial Recruitment will be 100% by direct recruitment:</u> On completion of first cycle, the following rules will become operational 66-2/3% by Promotion From amongst the Technical Assistants having rendered five years of regular service in the grade being considered by DPC 33-1/3% by Direct Recruitment <u>Essential:</u> 1. B.E(CS/IT) / B.Tech(CS/IT) / M.Sc(CS/IT) / MCA from a recognized University with 55% of marks or equivalent grade. 2. Minimum of 5 years of working experience in: • Virtual Reality (VR) / Augmented Reality (AR) Application Development • Interactive 3D Content Development • Immersive Learning Applications and Simulations • UI/UX Design for VR Environments • Integration and Deployment of VR Applications in PSUs / Universities / Educational Institutions / GoI organizations or reputed IT organizations. <u>Desirable:</u> Experience in VR/AR development tools/software such as Unity, Unreal Engine, Blender, Autodesk Maya, Oculus SDK, OpenXR, Vuforia, or equivalent tools. Preference will be given to candidates possessing one or more of the following certifications: • Unity Certified Associate / Unity Certified Professional • Unreal Engine Developer Certification • Meta (Oculus) VR Developer Certification • Vuforia Certified Developer Certification • ARCore or ARKit Development Certification • Autodesk Maya Certified Professional • Blender Certification or equivalent 3D Modeling Certification • Certification in 3D Animation, Game Design, or Interactive Media Development • UI/UX Design Certifications related to immersive applications • Certifications in C#, Python, or Interactive Application Development technologies. <u>Classification:</u> Technical in nature.	01-UR
10.	Technical Manager – Artificial Intelligence Pre-revised Pay Scale:	<u>Initial Recruitment will be 100% by direct recruitment:</u> On completion of first cycle, the following rules will become operational 66-2/3% by Promotion	01-OBC-NCL)

	(Rs.15600/-Rs.39100/-) PB-3, GP-Rs.5400/- Revised Pay Scale as per 7th CPC: Level 10	From amongst the Technical Assistants having rendered five years of regular service in the grade being considered by DPC <u>33-1/3% by Direct Recruitment</u> <u>Essential:</u> 1. B.E(CS/IT) / B.Tech(CS/IT) / M.Sc(CS/IT) / MCA from a recognized University with 55% of marks or equivalent grade. 2. Minimum of 5 years of working experience in one or more of the following areas: • Artificial Intelligence (AI) Application Development • Machine Learning and Deep Learning Model Development • Natural Language Processing (NLP) and Generative AI Tools • Data Analytics, Predictive Modeling and Intelligent Systems • AI-based Automation, Chatbots and Recommendation Systems • Development and deployment of AI solutions using Python /TensorFlow / PyTorch / Scikit-learn or similar frameworks in PSUs / Universities / Educational Institutions / Government of India organizations / Autonomous Bodies / reputed IT or AI-based organizations. <u>Desirable:</u> Experience in: • Development and deployment of AI/ML solutions on Cloud Platforms such as AWS, Azure, or Google Cloud • Large Language Models (LLMs), Prompt Engineering, Retrieval-Augmented Generation (RAG), AI Agents and Generative AI applications • AI-enabled Learning Systems, Adaptive Learning Platforms and Educational Chatbots • Data Preprocessing • Data Visualization, Business Intelligence and AI-driven Analytics • AI Model Optimization, MLOps, Model Monitoring and AI Lifecycle Management • API Integration, AI Microservices and Intelligent Automation Tools • Working with GPU-based computing environments and AI infrastructure • Ethical AI, Responsible AI, AI Governance and Data Privacy frameworks Preference will be given to candidates possessing one or more of the following certifications: • Microsoft Certified: Azure AI Engineer Associate • Google Professional Machine Learning Engineer • Amazon Web Services Certified Machine Learning – Specialty • IBM AI Engineering Professional Certificate • NVIDIA Deep Learning Institute (DLI) Certifications • TensorFlow Developer Certificate <u>Classification: Technical in nature.</u>	
11.	Assistant Director – LMS Pre-revised Pay Scale: (Rs.15600/-Rs.39100/-) PB-3, GP-Rs.5400/- Revised Pay Scale as per 7th	<u>100% Direct Recruitment:</u> <u>Essential:</u> 1. B.E(CS/IT) / B.Tech(CS/IT) / M.Sc(CS/IT) / MCA from a recognized University with 55% of marks or equivalent grade. 2. Atleast 10 years of working experience in Learning Management System (LMS) Experience in installation, configuration,	01- UR

	CPC: Level 10	customization, and administration of Learning Management Systems such as Moodle, Canvas, Blackboard, or equivalent platforms. E-content deployment and course management, User management and access control, Online assessment and examination systems in PSUs / Universities / Educational Institutions / GoI organisations or reputed IT organizations. 3. Working knowledge of: • HTML, CSS, JavaScript, JAVA, MySQL / any similar RDBMS, MONGODB / any similar NO-SQL DB • API integration and Single Sign-On (SSO) mechanisms • Digital eContent Repository • APP design and development for ANDROID / iOS • Organising Online Examinations at large scale • User Support for faculty/students • Technical Training • LMS Migration, Upgradation, and Performance Optimization • Experience in managing MOOCs, SWAYAM, Online Learning Initiatives, Online admission and examination activities etc.. <u>Desirable:</u> Experience in management and administration of: i. Cloud-based LMS Infrastructure, Server Administration, Backup, and Security Management ii. Scalable e-Learning Platforms and Digital Learning Ecosystems of an University iii. Experience in integration of LMS, ERP / Student Information Systems like SAMARTH etc., Video Conferencing Platforms, Digital Repositories and Third-Party Learning Tools, Learning Analytics and Dashboard Reporting <u>Classification:</u> Technical in nature.	
12.	Assistant Director - Networking Pre-revised Pay Scale: (Rs.15600/-Rs.39100/-) PB-3, GP-Rs.5400/- Revised Pay Scale as per 7th CPC: Level 10	<u>100% Direct Recruitment:</u> <u>Essential:</u> 1. B.E(CS/IT) / B.Tech(CS/IT) / M.Sc(CS/IT) / MCA from a recognized University with 55% of marks or equivalent grade. 2. Atleast 10 years of working experience in handling enterprise-level network infrastructure, HCI Infrastructure, Mini Cloud Management, Palo Alto, F5 Technologies in PSUs / Universities / Educational Institutions / GoI organisations or reputed IT organizations. <u>Desirable:</u> i. Experience in configuration and maintenance of network equipment: • Routers, Switches, VLANs, VPNs, and Wireless Networks, Telecom Equipment • Backup and Disaster Recovery Solutions • Involved in GeM procurement activities • Network Administration • Firewall Management • Data Centre Operations • Virtualization Platforms (VMware/Hyper-V) • Cloud Infrastructure such as AWS, Azure, or Google Cloud • Network Monitoring and Performance Optimization • High Availability and Load Balancing Solutions • Information Security Frameworks • Disaster Recovery and Business Continuity Planning ii. Experience in configuring and supporting ICT infrastructure for:	01- UR

		• Educational Media Production Centre activities • SWAYAM and SWAYAM PRABHA operations • Webcasting, Video Conferencing, and Live Streaming Services • Internet Radio broadcasting systems • Digital Learning and Media Delivery Platforms. <u>Classification: Technical in nature.</u>	
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IMPORTANT INFORMATION & INSTRUCTIONS FOR THE APPLICANTS

- Before filling up the Online Recruitment Application Form on www.ignou.ac.in , the applicants must go through the detailed Advertisement and satisfy themselves that they possess the minimum Essential Qualifications, are below the upper age limit prescribed and possess relevant experience required for the post applying for. Application(s) received from ineligible candidates shall be out rightly rejected. Applications received through other modes other than online also stand rejected.
- Any type of corrigendum/addendum/amendments/notice/updation etc. related to this advertisement shall be uploaded on University websites www.ignou.ac.in only. The university will not send any further information/call letters by post/newspapers in this regard. IGNOU will not be responsible for invalid/wrong email ID and Mobile No. mentioned by the candidates. Therefore, it is the responsibility of the candidate to mention correct contact details and regularly check their e-mail, SMS and IGNOU websites for updates.
- The date for determining the eligibility of all the candidates (i.e. age, qualifications and experience etc.) shall be the prescribed closing date for submission of Online Recruitment Application, unless specified otherwise.
- The applicants are advised to fill in all their particulars in the Online Recruitment Application carefully as submission of wrong information may lead to rejection during short-listing apart from debarment by the University.
- All the educational qualifications mentioned should be from a University/Institute recognized by Govt. of India/approved by the Government Regulatory bodies and the result should have been declared on or before the last date of submitting the online Application Form.
- The prescribed Essential Qualifications are the minimum and mere possession of eligibility conditions shall not entitle a candidate to be called for skill test/written test/ interview (whatever is applicable).
- Nationality/Citizenship:**
 - A candidate must be either:
 - a citizen of India or
 - a subject of Nepal or
 - a subject of Bhutan or
 - a Tibetan refugee who came over to India, before the 1 st January, 1962 with the intention of permanently settling in India or
 - a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African Countries of Kenya, Uganda, the United Republic of Tanzania (Formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India.
 - Provided that a candidate belonging to categories (b), (c), (d) and (e) above, shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.
 - A candidate in whose case a certificate of eligibility is necessary may be admitted to the Examination, but the offer of appointment will be given only after the necessary eligibility certificate has been issued to him by the Government of India.
- Age Relaxation:**
 - Cut-off date to determine eligibility in terms of age of candidates will be the closing date.

- b. SC/ST/OBC(NCL)/PWBD candidates who opt to apply for unreserved vacancies will not be eligible for age relaxation or relaxation in cut-off marks which are otherwise allowed to those belonging to these categories. Further, reserved category candidates (SC/ST/OBC(NCL)/PWBD) who become eligible by virtue of age relaxation applicable in their case, will be considered only for reserved seats of the category to which they belong even if they have the merit to be considered otherwise for UR.
- c. Age relaxation to Govt. employees and Ex-serviceman will be as per Govt. of India rules. However, relaxation will be given in upper age limit to IGNOU employees as per R & P Rules of the University.

9. **Caste/Category Certificates**

- a. Candidates who wish to be considered against reserved vacancies or seek age relaxation must submit requisite SC/ST/OBC/EWS/PwBD category certificate from the Competent Authority in the prescribed format. The formats of the certificates for SC/ST/OBC/EWS/PwBD categories are annexed with the notice of this examination. Certificates in any other format are liable to be rejected.
- b. Crucial date for claim of SC/ST/OBC(NCL)/EWS/PwBD status or any other benefit viz. fee concession, reservation, age relaxation etc., where not specified otherwise will be the closing date for receipt of online application.
- c. Candidates must ensure that they belong to the category as filled in the application form and are able to prove the same by furnishing the requisite certificate from the Competent Authority when such certificates are sought at the time of document verification, failing which their candidature will be cancelled.
- d. A person seeking appointment on the basis of reservation to OBCs must ensure that he/she possesses the caste/community certificate and does not fall in creamy layer on the crucial date. OBC candidate's eligibility will be based on Castes borne in the Central List of Govt. of India and their Sub-caste should also match with the entries in Central List of OBC, failing which their candidature as OBC candidate will not be considered.
- e. EWS candidate must ensure that they have a valid EWS certificate as prescribed on the crucial date of submission of application.
- f. Candidate may also note that in respect of above, their candidature will remain provisional till the verification of concerned document. Candidates are cautioned that they will be debarred from the examination in case they fraudulently claim SC/ST/OBC/EWS/PwBD etc. status or avail any other benefit.
- g. **Those who are in employment with Central/State Govt./PSU must submit a "NO OBJECTION CERTIFICATE" from the employer at the time of verification of documents or as asked to upload. Failure to submit/upload NOC by due date will lead to cancellation of candidature.**
- h. Canvassing in any form will be a disqualification.
- i. After selection on any advertised posts, place of posting will be at IGNOU Headquarters or any of the Regional Centre/Regional Evaluation Centre spread across the Country.
- j. Any dispute in regard to any matter referred to herein shall be subject to the jurisdiction of Courts at Delhi only.

10. **Applicants under EWS category will be considered subject to submission of Income & Assets certificate on a prescribed format with crucial date being the closing date for submission of application provided the post is identified under EWS.**

11. Candidate will be required to produce all original certificates relating to his/ her age, qualification, experience and caste etc. at the time of document verification and/or interview. In case the candidate fails to submit the original documents for verification of the certified/ Xerox copies of the enclosures to his/ her application, he/she shall not be allowed to appear at the written test/interview and his candidature shall be treated as cancelled without any further notice or communication in this regard.

12. Candidate(s) claiming experience has to produce Certificate(s) to this effect in the prescribed proforma from the Head(s)/Authorised person of Organization(s)/Department(s) for the entire experience claimed, clearly mentioning the duration of employment (date, month & year) indicating the basic pay, pay scale, level Matrix as per 7th CPC and consolidated pay. The certificate(s) should also mention the nature of duties performed/experience obtained on the post(s) with duration(s).
13. The period of experience shall be reckoned as post-qualification basis.
14. The period of experience rendered by a candidate on part time basis, daily wages, visiting/guest faculty will not be counted while calculating the valid experience for short listing the candidates for CBT/Written Test/Skill Test/Interview, as the case may be.
15. Certificate to the effect that no vigilance/criminal case is pending/contemplated against the candidate, who are already working in Central/State Govt./UT Administration or Central/ State Autonomous/ Statutory Organizations/ PSUs/ Reputed Private Organization is also to be submitted by the candidates applying through proper channel as and when called for. List of penalties/fine (if any) imposed during preceding 3-5 years has to be provided by the applicants applying through proper channel. Suppression of any information will lead to disqualification /termination at any stage.
16. The Candidates not covered above will have to submit an undertaking/self-declaration to the effect that no criminal case is pending /contemplated against him/her.
17. The candidates may apply for more than one post, subject to fulfilling eligibility for the post(s) and after ascertaining the fact whether timing for conduct of CBT(if required) for different posts is at the same time or at different time.
18. Candidates also note that their candidature will remain provisional till the genuineness of the document related to Age, Education, Experience; Caste etc. are verified from issuing Authority.
19. Candidates in their own interest are advised to register on-line and submit their applications well in time before the last date as mentioned for the posts, to avoid the possibility of disconnection / inability / failure to log on the University's website on account of heavy load on internet / website jam. The University does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of the aforesaid reasons or for any other reasons beyond the control of the University.
20. Candidate(s) will have to make the payment of Application Fees through the On-Line Mode as under :-

Unreserved/OBC(NCL)/EWS	Rs.1000/-
For SC/ST/PH/Ex Servicemen/Women	Rs.500/-

Note: Applications without the prescribed fee will not be entertained and summarily rejected. No representation against such rejection would be entertained. Fee once paid shall neither be refunded nor the fee be adjusted under any circumstances. Any tax or Bank charges will borne by the candidate(s).

21. The application form is integrated with the payment gateway and the payment process can be completed by using Debit Cards (RuPay/Visa/MasterCard/Maestro), Credit Cards, Internet Banking, IMPS, Cash Cards/ Mobile Wallets.
22. At any given point of time if it is detected that any candidate has furnished any false information/particulars with regard to his/her qualification, category/cast and experience in the Application Form or in any document and/or misrepresented/suppressed any material fact in the application form, for securing appointment in the University, his/her service will be terminated forthwith during probation period or even after confirmation of the service in the University.
23. The University reserves the right to short list the candidates on merit, experience, written and/or skill test, as the case may be. The University reserves the right to fix criteria viz screening test/qualification/experience etc to short list the candidates to be called for interview/CBT on receipt of huge number of applications. Decision of the University in all matters regarding Recruitment Process/Eligibility of the candidate/the documents to be produced/conduct of CBT/Written Test/Skill Test/Interview and any other matter relating to recruitment will be final and binding on the candidate.

24. If the University decides to hold a written recruitment test, the option for choosing the test centers and display of syllabus will get activated, therefore the applicants are advised to keep in touch with the university website on regular basis for any updates.
25. The University reserves the right to set the question paper for Recruitment Test wherever applicable, either in English language only or both in English & Hindi languages. However, in case any dispute arises on account of interpretation of question(s) in English and Hindi, the English version shall be final.
26. The University reserves the right to increase/decrease the short- listing Criteria/Cut off marks for second stage/final stage/skill test/interview, as the case may be.
27. The University reserves the right to amend/change/delete/cancel any of the Terms & Conditions/Guidelines at any stage of the recruitment process. The University reserves the right to cancel the recruitment process as a whole or part at any stage/paper thereof for any or all posts without prior notice due to administrative reasons.
28. At the time of CBT/written examination/interview, if a candidate is found guilty of using unfair means or impersonating or misbehaving in the examination hall/interview hall, wherever applicable, or resorting to any other unfair means in connection with his/her candidature for the selection; or obtaining support of his/her candidature by any means, such candidate will be liable to criminal prosecution, and disqualified from the examination/interview either permanently or for a specified period from any examination or selection of the University.
- 29.
30. Please submit print out of the submitted application duly signed and along with self-attested copies of all relevant documents by **12.11.2026** to the **Recruitment Cell, Room No. 13, Block No. 7, Indira Gandhi National Open University, Maidan Garhi, New Delhi – 110068, Ph : 011-29571713**
31. **Applications received incomplete or without signature, fee and other enclosures, will be rejected.**
32. The candidates may raise their legal dispute arising out of this Recruitment notice, if any to the exclusive jurisdiction of the courts of Delhi only.
33. For general queries, please contact:
Email: recruitmentcell@ignou.ac.in.

REGISTRAR (ADMINISTRATION)