Important Instructions:

1. Submission of hardcopy of application form along with all relative documents is mandatory for all the candidates otherwise their candidature for the post(s) will not be considered.
2. The complete application form (including copies of the certificates/documentary proof/credentials) should be page numbered and properly tagged and indexed. Each page must be signed by the candidate.
3. Applications, which are incomplete/not on the prescribed form/without prescribed application processing fee/received after last date of submission of hard copy of applications shall not be considered. The University shall not be responsible for any postal delay or loss in transit.
4. All the candidates should attach self-attested photo copies of their educational certificates (Detail Marks Cards), proof of publications/articles etc. (in case of teaching posts), experience certificates and other relevant documents with their application forms failing which no mark(s) (wherever applicable) will be awarded to them and they can also be declared ineligible for the post in absence of these documents.
5. All the candidates must attach a passport size photograph (same as uploaded in the online application form) with hard copy of application form and are also advised to retain 3-4 same passport size photographs for future reference.
6. No separate communication for supply of necessary documents shall be made by the University. Rejection of candidature due to non-submission of necessary documents/testimonials i.e. educational qualification certificates, proof of publications/articles, valid experience certificates etc. will be the sole responsibility of the candidates.
7. No request for addition of any document or correction in online filled information whatsoever shall be considered/entertained.
8. The candidate must fulfill the requisite qualifications of the respective post(s) by the last date for applying online to the particular post(s).
9. The scrutiny/screening of application forms (wherever applicable) shall be done after the conduct of the examination/ prescribed test of those candidates who will qualify the same. During the process of scrutiny, the application forms and other relevant documents, certificates etc. of the candidates shall be examined to determine their eligibility as on the last date for applying online to the particular post(s).
10. In-service candidates must apply through proper channel. The advance copy of the application along with all related documents and proof of fee must reach by the last date of receipt of application(s).
11. The appointment will be made strictly as per pay matrix mentioned for the post(s). The past service rendered on any post will not be counted for any purpose and the pay will not be protected.
12. The appointment against the above posts shall be co-terminus (wherever applicable) with the schemes in which these are provided.
13. **The post mentioned at Sr. No. 1 is tenurial post for a term of four years.**
14. The reservation and age relaxation (wherever applicable) will be according to Punjab Govt. policy/ instructions/rules implemented in the University as per decision of the Board of Management.
15. Candidate's age is to be determined as on 1st January of the year in which the post is being advertised.
16. For the posts at Sr. No. 12 to 15, the age for applying must not be less than 18 years and not more than 37 years. The upper age limit will be relaxed up to 45 years in case of persons already in employment of the Govt. of Punjab/ other State Govt. or Govt. of India.
17. As per decision of the Board of Management issued vide notification No. 14353 dated 30.10.2018/24.09.2024 (in terms of notification No. GSR.33/Const./ART/309/94 dated 4.5.1994 issued by the Govt. of Punjab), the relaxation in age will be maximum up to 45 years for the employees who have already been engaged in University on contract basis for applying to the non-teaching posts. The relaxation in age will be equivalent to the period for which the candidate has served PAU/Govt. Organizations/Boards/Corporations on contract basis.
18. **For eligibility to the Assistant Professor level post(s) and scoring, publications from M.Sc., Ph.D research and the project in which engaged as a researcher will be considered. It also includes one review article as first author related to the conducted research.**
19. For Assistant Professor level posts, the candidates who are pursuing Ph.D at the time of submission of application form are required to submit the copy of Ph.D degree in case he/she completes the same before the conduct of interview.
20. No request regarding conduct of online interview will be entertained under any circumstances.
21. Only shortlisted candidates will be called upon for the interview.
22. No TA/DA will be paid for attending the interview/examination etc.
23. While making any correspondence with reference to the above recruitment, the candidate must mention his/her contact number and e-mail Address.
24. The candidates while applying for more than one post should submit separate application form along with requisite processing fee for each post.

25. For Group-C and D posts, the candidate(s) has to pass a qualifying test of Punjabi language equivalent to Matriculation standard with at least fifty per cent (50%) marks, in addition to competitive examination (if any). The test of Punjabi language shall be mandatory qualifying test and failure to secure a minimum of fifty per cent (50%) marks in Punjabi language will disqualify the candidate for being considered in the final merit list of candidates to be selected irrespective of their scores or marks in other papers or the respective exam.
26. If, at any stage, it comes to notice/ is revealed that the candidate has submitted false certificate/degree/used unfair means, he/she will not only be summarily rejected but proceeded against legally as well.
27. The University can increase/decrease or withdraw any post indicated in the advertisement at any stage without giving any reason. No refund of fee will be made to the candidates in case of withdrawal of any post. The posts are being advertised for preparing panel for future consideration. Due to this, the number of posts and roster points are not given. The posts will be filled as per requirement and availability of funds at the time of recruitment.
28. The corrigendum/addendum, if any, will be issued on University website (www.pau.edu) only.
29. All the updates regarding above posts will be uploaded on University website (www.pau.edu) or will be intimated to the concerned candidates through their respective e-mail IDs' mentioned in their application form(s). Accordingly, the candidates are advised to keep visiting the website/ check their email IDs regularly. No separate information will be sent through post. Any information uploaded on the above mentioned website/sent to respective e-mail IDs' of the candidates will be deemed to have reached the candidates and responsibility for not visiting the website/e-mail IDs' and responding thereto in time, will be entirely of the candidates.
30. **Test Structure & Syllabus of Punjabi language exam for Assistant Professor Level post under extension side (mentioned at Sr. No. 7) in the advertisement.**

The qualifying exam of Punjabi language will be conducted of all the candidates before the interview for the post mentioned at Sr. no. 7. The applications of the candidates who will qualify the said exam will only be considered for further process.

1.	Writing of paragraph in Punjabi on given topic (500 words)	20 Marks
2.	Translation of Paragraph/Sentences from English to Punjabi	15 Marks
3.	Choose answers from the given paragraph in Punjabi (5 questions x 3 marks each)	15 Marks
	Total	**50 Marks**

Note:

1. They syllabus of the paper will be related to Agriculture and allied occupations.
2. The candidate will have to score at least 50% marks in said test.

PAY LEVEL / MATRIX:

Sr. no.	Pay scale/Pay matrix
1.	Rs.1,44,200/- (level-14) + Spl. allowance Rs.800/- (Group-A) for the post mentioned at sr. no. 1
2.	Rs.57,700/- (level-10) (Group-A) for the post(s) mentioned at sr. no. 2 to 11
3.	Rs.78,800/- (level-12) (Group-A) for the post mentioned at sr. no. 12
4.	Rs.53,100/- (level-09) (Group-A) for the post mentioned at sr. no. 13
5.	Rs.35,400/- (level-06) (Group-B) for the post mentioned at sr. no. 14
6.	Rs.18,000/- (level-01) (Group-D) for the post mentioned at sr. no. 15

i) The pay level / matrix and other conditions for these posts (wherever applicable) will be as per Punjab Govt. Notification No. 7/ 204/2012-4FP1/ 60, circular No.7/ 204/2012-4FP1/66 dated 15.1.2015 and letter No. 07/204/2012-4FP1/ 853793/1 dated 4.10.2016 issued by Govt. of Punjab, Deptt. of Finance (Finance Personnel-1 branch). Any other instructions issued by the Govt. of Punjab in this regard from time to time will also be applicable.

ii) All terms & conditions as contained in Punjab Govt. notification no. 25/11/2009-Agri-4(2)/4962 dated 10.05.2023 conveyed by Comptroller, PAU vide memo no. CAU-B(1)/2023/1345-1445 dated 17.05.2023 will be applicable.

Though every care has been taken, yet any inadvertent mistake is subject to correction. Any dispute arising out of anything in connection with this advertisement, shall be subject to the jurisdiction of the Courts situated at Ludhiana only.

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Registrar
Punjab Agricultural University