

SAVITRIBAI PHULE PUNE UNIVERSITY

(Formerly University of Pune)



APPOINTMENT OF DIRECTOR, BOARD OF EXAMINATIONS AND EVALUATION

Online applications are invited in the prescribed form for the post of Director, Board of Examinations and Evaluation of the Savitribai Phule Pune University.

Sr.No.	Name Of the Post	Number of post	Reservation.
01.	Director, Board of Examinations and Evaluation	01	Open to All

Qualifications and Experience :

(As per the Order No.MIS-2017/Cr.No.124/2017/Vishi-1, Dated 20 April, 2017, issued by Government of Maharashtra, Higher & Technical Education Department, Mantralaya, Mumbai)

A. Master's Degree with at least 55% marks of any statutory University or its equivalent grade of B in U.G.C. 7 points scale.

B. Relaxation :

- The minimum requirement of 55% marks at the Master's Degree level is relaxable up to 5% for the existing incumbents who are already in the University system.
- A relaxation of 5% may be provided, from 55% to 50% of the marks at the Master's level for the S.C/S.T. and O.B.C. category candidates.
- A relaxation of 5% may be provided, from 55% to 50% of the marks to the Ph.D. Degree holders who have passed their Master's Degree prior to 19th September, 1991.

C. Experience :

- At least 15 years of experience as Lecturer (Senior Scale)/Lecturer with 8 years experience in Reader's/Associate Professor's grade along with experience in educational administration commensurate with revised pay scale and designation of the UGC.

OR

- ~~Comparable experience in Research Establishment and/or other Institution of Higher Education.~~

OR

III. 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post.

V. Good knowledge of computer is necessary.

D. Minimum aggregate experience of 5 years in the examination work of University.

E. Shall have proven experience of use of technology in education and examination systems.

Tenure :

- Appointment of the Director, Board of Examinations and Evaluation shall be for a term of five years or till he attains the age of superannuation, whichever is earlier, and he shall be eligible for reappointment for only one more term of five years in the University in which he is serving.
- A person appointed as the Director, Board of Examinations and Evaluation from teaching cadre shall retire at the age of 60 years and a person from non-teaching cadre shall retire at the age of 58 years.
- The post carries the retirement benefits as per the Government / University Rules.

Pay Band :

As per 7th pay commission : at Pay Level S-29 (1,31,100 - 2,16,600) with rationalized entry pay of Rs. 1,31,100).

- Plus allowances as per Government Rules as applicable from time to time

General Terms & Conditions :

- 1) The post of Director, Board of Examinations and Evaluation is statutory post.
- 2) The post of Director, Board of Examinations and Evaluation is an isolated post.
- 3) Candidates belonging to all categories (open and reserved categories) can apply for above post.
- 4) Knowledge of Marathi Language is essential.
- 5) Candidates should apply online from **13.11.2025 to 12.12.2025** on the University website **<http://admin.unipune.ac.in/recruitment>** and take the printout of the said application.
- 6) Applications made through online mode will only be considered by the University. Applications in other forms such as Bio-data, C.V. and any other offline application will not be considered.
- 7) Application form should be accompanied with self-attested copies of the following

documents and candidates should affix a passport size photo on the application :

- I. Documents related educational qualifications, such as Degree/ Diploma certificates, Statement of Marks, other certificates of the relevant examinations (both side photocopies of the Statement of Marks) and any other certificates relating to the educational qualifications.
 - II. Candidate who has obtained a degree as per the Credit System need to provide Certificate of Equivalence in percentage of marks obtained, issued by the Competent Authority.
 - III. Certificate/s of teaching/ administrative experience issued by the competent Authority.
 - IV. Approval letter/s in case of teachers appointed in affiliated colleges/ recognized institutions.
 - V. Appointment orders in case of University Teachers.
 - VI. Birth / SSC certificate or other Government document as a proof of date of birth.
 - VII. In case of change in name of the candidate, a copy of Government Gazette or any other appropriate certificate.
- 8) Teaching Experience as an approved teacher will only be considered.
 - 9) Experience in regular scale will only be considered towards total experience of the candidate.
 - 10) The application fees of Rs. 400/- (for open candidates) and Rs. 200/- (for reserved category candidates) should be paid by Online mode.

OR

The application fees of Rs. 400/- (for open candidates) and Rs. 200/- (for reserved category candidates) should be paid by direct cash deposit through challan (at Bank of Maharashtra / HDFC Bank)

(Online Challan gets generated after submitting an application. Candidates should submit this challan at cash counter of any branch of the selected bank (**Bank of Maharashtra / HDFC Bank**) and should submit University copy of the stamped challan along with printout of application form, to the University)

- 11) Candidates should submit the printed copy of the application along with all enclosures to the Deputy Registrar, Administration Non-Teaching Section, Savitribai Phule Pune University, Pune - 411 007 on or before **12.12.2025 upto 06.00 pm.**
- 12) As per the Government Resolution No. Sankirn.2025/E.1059421/Vishi.1, dated 06.10.2025, issued by the Higher and Technical Education Department, Government of Maharashtra, the said recruitment process will be implemented in accordance with the

prescribed procedure.

- 13) As per the Notification No.SRV.2000/CR (17/2000) XII dated 28th March, 2005 issued by General Administration Department, Mantralaya, Mumbai, candidates shall submit the declaration of the small family in the prescribed Performa attached with Application form as Declaration Form "A"
- 14) Qualifications, relevant experience and age shall be considered as on the last date of receipt of application.
- 15) Candidates furnishing incorrect or false information shall stand disqualified at any stage.
- 16) Candidates already employed, shall submit their applications through the proper channel.
- 17) Applications received after the last date of receipt of application, incomplete applications, applications submitted without any of the required documents and applications not submitted through proper channel will not be considered, and no intimation in this regard will be given to the candidates.
- 18) Canvassing directly or indirectly will be a disqualification.
- 19) The University reserves the right to fill or not to fill the post or to modify / alter / cancel the advertisement.
- 20) Queries or correspondence in respect of eligibility criteria, issuance of call letters for interview or selection of candidate will not be entertained at any stage.
- 21) The directives / orders / resolutions / circulars of the Government of Maharashtra and University Grant Commission (UGC) issued from time to time, shall be applicable to the said post.
- 22) This post will be filled in by the University, subject to verification of roster by the competent authorities.
- 23) No Correspondence with ineligible candidates will be made by the University.
- 24) All updates, corrigendum (if any), instructions regarding this recruitment advertisement from time to time shall be updated on University website only, applicants are advised to visit University website regularly for further updates/details.
- 25) Candidates called for interview will have to remain present at their own expenses.

Advt. No. : 27
Date: 10.11.2025


(Dr. Jyoti Bhakare)
Offg. Registrar