

From

Director Higher Education
Haryana, Panchkula.

To

All Principals, Govt. Aided Private Colleges,
situated in the State of Haryana

Memo No. 8/91-2017 CIV (1)

Dated, Panchkula, the 17.5.2023

Subject: - Advertisement for inviting application for Teaching posts in Govt. Aided Colleges.

Refer to the subject cited above.

It has been observed that advertisement which are being published by Govt. Aided Colleges for inviting application (s) for teaching post (s) are improper and incomplete. These do not contain the details required for the post (s). Therefore, it has been decided that the college/Management shall adhere to the following instructions while sending advertisement(s) for publication in National Newspapers:-

1. Specific Educational Qualification for the Principal/Assistant Professor/Librarian as per revised criteria of Haryana Government/UGC and Govt./affiliating University Norms.
2. Pay scale of the post.
3. Prescribed age for the post along-with specific provision of relaxation in age.
4. Phone number and e-mail of the college.
5. Last date for the receipt should be specific with time and minimum 15 days be given as notice period to apply.
6. Website of the college should be in the advertisement.
7. The advertisement should be uploaded on the website of the college also.
8. Format of the application should be uploaded on the website
9. Applications must be supported by the demanded draft for fee in favour of the college/management. It must be clearly mentioned in the advertisement.
10. It should be specifically mentioned that the college is Govt. Aided Institution.
11. It should be specifically mentioned whether the posts are sanctioned or non-sanctioned and Regular/contractual/guest faculty.
12. The size of advertisement should be minimum 5 inch x 5 inch with a minimum font of fourteen.

So, you are hereby directed for strict compliance while making advertisement.



Assistant Director College – IV
for Director Higher Education
Haryana, Panchkula