

Agenda for the meeting of the Human Resource Committee to be held on August 2, 2011 in the office of DG, Pushpa Gujral Science City, Chandigarh:

Sr. No.	Item
1.	To discuss about the recruitment of 'A' posts.
2.	To discuss about the recruitment of staff in Construction Cell
3.	Any other item with the permission of the Chair

The University wishes to fill the following positions. These positions are to be filled up on the basis of contract/Deputation for the period of two years. Retired persons may also be considered as per UGC norms. i.e last pay drawn minus pension:

Item No. 1 To discuss about the recruitment of 'A' grade posts

The University wishes to fill the following positions on contract basis for **two years against previously sanctioned positions.**

Sr No.	Name of the Post	No. of Posts	Pay Scale
1	Director Recruitment	01	37400-67000 (GP 8700)
2	Value Education Cell	Co-ordinator(01) Project officer(02)	37400-67000 (GP 8700) 15600-39100 (GP 5400)
3	Industrial Liaison and co-ordination Deptt.	Industrial Liaison cum project officer(01) Assistant Director (IPR) (01) Assistant Director Technology Transfer (01) Project officer (foreign languages) (01)	15600-39100 (GP 5400) 15600-39100 (GP 5400) 15600-39100 (GP 5400) 15600-39100 (GP 5400)
4	New Projects (APIT/PIT/PIM/SEEM)	Security cum project officer (03)	10300-34800 (GP 5000)

Positions as above will be filled against previously sanctioned posts of Dean, Dy Dean and Director sports at fixed salaries corresponding to the basic pay+G.P in the regular scale. Retired persons may be fixed at last pay drawn minus pension.

The Detailed qualifications for the above positions are as under:

(A)

Director Recruitment (37400-67000 GP 8700)

Keeping in view the fast expansion of the University with the new initiatives including setting up of Human Value cell, setting up of PIT and PIM and other projects in hand, there is a need to recruit new staff accordingly. Therefore a person at senior level is required who has the experience in the field of education, administration at the level of professor or its equivalent and well verse with the rules and regulations of UGC/ AICTE and Punjab Govt. to help the University in its process of



recruitment to be employed on contract/deputation basis for two years. Retired persons may also be considered as per UGC norms i.e last pay drawn minus pension.

Essential Qualification:

1. Master's degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC 7 point scale with Ph.D.
2. 8 years' of experience in Professor's Grade. A person with the experience of Educational administration at the level Director/Principal/Professor of reputed educational organization/University.

Desirable :

A person well versed with the rules regulations of UGC/Pb. Govt. having relevant experience will be preferred.

(B)

VALUE EDUCATION CELL

Coordinator Value Education (37400-67000 GP 8700)

To provide leadership for spear-heading the entire activities of "Education in Human Values" right from conceptualization to execution. This includes:

Plan, design, and modification of existing as well as new courses in the area of Value Education

To devise strategies for ensuring participation of all the 300+ colleges affiliated with PTU

To network with various social and instrumental organizations working in the area of Value Education and Social work i.e. NGOs, Bureaucrats, Independent people, socially conscious organizations manufacturing good products etc.

Essential Qualification:

1. Master's degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC 7 point scale with Ph.D.
2. 8 years' of experience in Professor's Grade. A person with the experience of Educational administration at the level Director/Principal/Professor of reputed educational organization/University.

Desirable: A Person with a work/experience in the field of education in human values will be preferred.

The person will be employed on contract basis for two years.



Project Officer (Value Education Cell) 15600-39100 (GP 5400)

Fixed salary 30,000/-

To design and implement ground-level strategies for effective execution of the course/initiatives in Value Education

- Organizing awareness workshops/seminars as per plan
- Identify committed teachers/individuals across all colleges to be trained for teaching Value Education in their respective colleges.
- Organize training programs to enable 100% teachers to teach the course
- To coordinate with various internal departments within the university such as examination, IT, academics, establishment etc.
- To maintain proper documentation/records related with activities/projects undertaken,
- To maintain proper financial records regarding financial matters viz. Advances raised, expenses incurred, reports submitted to accounts etc.
- To undertake inspection activity of the colleges to ensure proper implementation/enforcement of the guidelines stipulated by the university
- To coordinate with Value Education Cell at college level

Essential Qualification: B.Tech with 55% marks + atleast 2-3 years experience or M.B.A with 55% marks + atleast 1 years experience or its equivalent from a Recognized university.

Desirable: The experience should be as per the course designed by the university for Value Education .

(C) Industrial Liaison and Coordination Department

Fifty years ago, the university's role was restricted to research and training young people for a place in society. Changing environmental demands and the increasing importance of science and technology have added a new dimension to the university's role in society: economic development through technological innovation and transfer. Nowadays, industry has a growing need for the specialized know-how, information and advice available from universities. As a result, universities are playing an active role in the process of technological innovation by licensing inventions and discoveries to industry. Spin-off companies, science parks and incubators are examples of the results of university-industry collaboration in many countries. Therefore, a new administrative entity -- the University-Industry Liaison and Coordination Department is proposed to be set up in Punjab Technical University.

The university-industry liaison office will have three main tasks: disseminating information about the university's research potential, developing partnerships among the university (and among the affiliated colleges), business and industry, promoting "entrepreneur-ship" within the academic community.

This triple role allows the University-Industry Liaison and Coordination Department to have a major impact on the image and the reputation of the university. As university service to the community increases over the next decade, the importance of the university-industry liaison office also will grow.

Further, in a knowledge-based society, access to information is critical. It is one of the most important services a university can provide to business and industry. University personnel can provide expert advice, help in conducting targeted experiments and laboratory work, and assistance in analyzing data. Institutions of higher education also can provide continuing education for industry



personnel. In recent years, institutions of higher education have begun to directly contribute to the economy of the region surrounding the university through the process of technology transfer.

Industrial Liaison cum project officer (15600-39100 AGP 5400)

Fixed Salary 30,000/-

Essential Qualification: A Master degree with 55% marks in the subject of Science/IT/Engg./Management/Computer Science or its equivalent from a recognized university.

Desirable: The person should have the knowledge and experience of Liasioning with the Industry

Assistant Director IPR 15600-39100 (GP 5400)

Fixed Salary 30,000/-

Role of Assistant Director Intellectual Property Right (IPR)

- To facilitate the filing of patent by innovators of PTU including faculties/students and others.
- Invite abstracts from innovators to file patent
- Helps in scrutinizing patentable abstracts from data base available with different patenting agencies.
- Co-ordinate between innovator and patent filing agency.
- Maintain data base of innovator and their patent.
- If the patent gets commercialized 3-5% revenue will be taken by PTU.

Essential Qualification: A Master degree with 55% marks in the subject of Science/IT/Engg./Management/Computer Science or its equivalent from a recognized university.

Assistant Director Technology Transfer 15600-39100 (GP 5400)

Fixed Salary 30,000/-

Role of Assistant Director in technology transfer

- Identify appropriate university technology to be transferred to industries.
- To make aware companies doing R&D with the research group of university (1.e., going in affiliated colleges) so that companies could find involved technology suitable for them in terms of products or processes.
- Responsible for licensing and transfer of technologies from faculties/staff/students to the commercial sector.
- Deal with the invention's economic prospects.

Essential Qualification: A Master degree with 55% marks in the subject of Science/IT/Engg./Management/Computer Science or its equivalent from a recognized university.

Project Officer (Foreign Languages) 15600-39100 (GP 5400)

Fixed Salary 30,000/-

Essential Qualification: Master degree with 55% marks from a recognized university.

Desirable: A person with the knowledge of foreign languages having at least 2 years experience in the relevant field will be preferred.



(D) New Projects: APIT/PIT/PIM/SEEM

Security cum Project officer 10300-34800 (GP 5000)

Fixed Salary 30,000/-

Essential Qualification: Ist class Diploma +10 years experience or Graduate from a recognized university + 15 years experience in the relevant field .

Desirable: Ex-servicemen may not be not below the rank of Colonel or its equivalent .

Item No. 2 Recruitment of staff in Construction Cell

The University plans to construct buildings of Phase – II comprising of residences, guest house, convention centre & sports complex etc. For this purpose as approved by the BOG in its 43rdth meeting approved following posts to be filled on deputation basis

1. Assistant Executive Engineer (Civil) – 01 no. (15600-39100- GP 5400)

Qualification:

B.E. Civil with 10 years experience in construction preferably in building construction or diploma in civil engineering with 18 years of experience in construction preferably in building construction

Age: maximum 50 year

2. Assistant Engineer (Civil) – 02 no. (10300-34800- GP 5000)

B.E. Civil with 05 years experience in construction preferably in building construction or diploma in civil engineering with 10 years of experience in construction preferably in building construction

Age: maximum 40 year

It is desired that these posts be filled on regular/deputation/contract basis

