COLLEGE OF VOCATIONAL STUDIES
University of Delhi

Triveni, Sheikh Sarai, Phase-II, New Delhi-110017

16 August 2021

Inviting Expression of Interest and Applications for the Post of Vice Principal

Applications in prescribed PBAS proforma are invited for the Post of Vice-Principal from Associate Professors with 15 years of experience. Soft copy of the revised PBAS Proforma is being sent.

Appointment of the Vice Principal will be subject to the guidelines by the University. The applicants will be first shortlisted by the Screening-cum-Evaluation Committee constituted at the college level (*Enclosure 1*) to scrutinize PBAS Proforma including API score. Details of the process are appended.
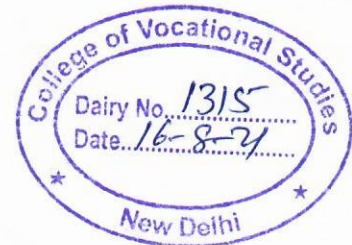
In interest of time and functioning of the college, expression of interest/ applications must reach the office by 06 September 2021.

Principal

Copy:
1. Website
2. Notice Board
3. Faculty member with 15 year experience or more

Dairy No. 1315
Date 16-8-21
College of Vocational Studies
New Delhi

Enclosure 1

Note 1:

Eligibility Criteria for appointment to the post of Vice Principal:

The Vice Principal is expected to meet the same eligibility criteria as required for the appointment to the post of principal. This is given below.

A Master's degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) by a recognized University. A relaxation of 5% may be provided, from 55% to 50% of the marks to the Ph.D. degree holders, who have obtained their Master's Degree prior to 19 September 1991.

A Ph.D. degree in concerned/allied/relevant discipline(s) in the institution concerned with evidence of published work and research guidance.

Associate Professor/Professor with a total experience of fifteen years of teaching/research/administration in Universities, Colleges and other institutions of higher education.

A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), as set out in the Ordinance for direct recruitment of Professors in University/Colleges.

Further, approval for appointment to the post of Vice Principal entails submission of the necessary documents to the University:

COLLEGE OF VOCATIONAL STUDIES
UNIVERSITY OF DELHI
TRIVENI, SHEIKH SARAI-II, NEW DELHI-110017

Application Form for the post of Vice Principal

1. Personal Details

First Name		Last Name		
Designation		Department		
Date of Birth		Date of Joining		
Marital Status		Nationality		Category
Residential Address				
Contact No		Email Id		

2.1 Academic Qualifications

Exam	Name of Board	Subjects	Result type	Division	Year	School
Secondary						
Senior Secondary						

Name of degree	Subjects	Percentage/ Result	Year	Institute/ University
Post-Graduation				
M.Phil				
Ph. D				

Whether qualified NET/ JRF	Subject	Year

2.2 Additional Qualification, if any

S.No	Name of Degree	Subject	Percentage/ Result	Year	Institute/ University	Country

3.1 Full-time Teaching Experience

Please leave the table blank if you do not have relevant experience.

(The time taken by candidates to acquire M.Phil. and / or Ph.D. Degree/ Part-time Teaching/Guest Lecturer/Teaching Assistantship shall not be considered as teaching/ research experience. Further the period of active service spent on pursuing research degree simultaneously with teaching assignment without taking any kind of leave, shall be counted as teaching experience for the purpose of direct recruitment. (Each period of experience claimed must be supported by Experience Certificate issued by the employer.)

Kindly do not include the period(s) of break(s) in service(s) or any kind of leave taken to pursue M.Phil. or Ph.D, while mentioning the dates in column for "From" and "To" regarding experience

Name of University/ College/ Institute/ Organisation	Designation	Status	Pay Scale/ Consolidated Salary	Program	Course/ Subject	Equivalent to	From	To	Effective Time Period

3.2 Full-time Research/Industry Experience (Post-doctoral Fellow, Research Associate, Research Scientist etc.)

Please leave this table blank if you do not have research experience

Name of University/ College/ Institute/ Organisation	Designation	Pay Scale/ Consolidated Salary	Equivalent to	From	To	Time Period

3.3 Present Employment Details

Organisation Name	Position Held	Date of Appointment	Present Status	Remarks

4.1 (I) Research Publications in Peer-Reviewed or UGC listed journals

S.No.	Publication Type	Title of the Paper	Journal Name	Year and Vol. No.	Page No.	ISSN No.	Impact Factor	Scopus Indexed	Authorship	Plagiarism/ Similarity Level	Research Score	Mark as Best

4.2 (II) Publications (Other than Research Papers)

S.No.	Publication Type	Title	ISBN	Author/ Co-author	Publisher Details	Year	Level	Plagiarism	Research Score	Mark as Best

4.3 (III) Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula

Please leave blank if you have not developed any e-learning material.

S.No	Category	Sub-category	Credits	Name of the module	Subject	Organisation for which developed	Year	Level	Link	Research Score

4.4 (IV (a)) Research Guidance

Research Supervision	No. of Ph.D Thesis submitted	No. of degrees awarded	No. of M.Phil/ PG degree dissertation awarded	Research Score
Sole Supervision				
Joint Supervision				

4.5 (IV (b), (c), (d)) Research Projects and Consultancy

S.No.	Title	Type	PI/ Co-PI	Duration (in months)	Total Grant/ Funding received	Name of sponsoring/ funding agency	Outcome of the project	Research Score

4.6 (V(a), (b)) Patents and Policy Documents

S. No.	Title	Outcome	Level	Reference No.	Sponsoring agency	Status	Research Score

4.7 (V(c)) Awards/Fellowship

Please leave this section blank, if you have not received any honour or award.
Entries for awards made in this section should be from post-graduation onwards only. Junior/Senior research fellowship and non-net fellowship should not be included.

S. No.	Name of awarding body	Name of award/ honour	Date	Level	Research Score

4.8 (VI) Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings

(Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)

S.No.	Title of the Invited Lecture delivered/ Paper presented	Type	Details of Conference / Seminar/ FDP and Organising Institution	Category/Type of Event	Date of Presentation (yyyy-mm-dd)	Duration (in mins.)	Research Score

5. Miscellaneous Information

Enter your response in the relevant column

Which language are you comfortable in teaching?	
For assessment of teaching which mode would you prefer?	
How would you create an innovative learning environment?	
Outline your most significant contribution to research	
Outline your proposed roadmap for teaching and research for the next five years	
Membership/Fellowship of Academies/Institutions/Professional Societies	
Present your vision for the College for the next five years	
Other activities/responsibilities: (academic/administrative)	
Any other relevant information, if not given above	
Are you willing to accept the minimum initial pay in the grade? If not, state reasons for claiming a higher starting pay.	NA
If selected, how much time would you require to join?	NA

6. Summary of Research Score

Sr. No	Criteria	Research Score Claimed	Research Score applicable as per UGC guidelines
1	Research Publications in Peer-Reviewed or UGC listed journals		
2	Publications (Other than Research Papers)		
3	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula		
4	Research Guidance		
5	Research Projects and Consultancy		
6	Patents and Policy Documents		
7	Awards/Fellowship		
8	Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings		
	Total Research Score		

Disclosure

	Yes/ No	If yes, Details
Have you ever been punished for Gender/Caste related offences or convicted by a court of law? If yes, give details.		
Were you at any time declared medically unfit or asked to submit your resignation or discharged or dismissed? If yes, give details .		
Do you have any criminal case pending against you in a court of law? If yes, give details.		

Two References familiar with your academic work

S.No.	Full Name	Institutional Affiliation	Designation	Address	Mobile Phone	E-mail
1.						
2.						

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Declaration

I have read the applicable guidelines, which are binding. I do hereby solemnly declare that the information given, the statements made and documents uploaded with this application form are correct and true to the best of my knowledge and belief. If any information given by me in this application is found to be false or misleading, my candidature is liable to be cancelled and I may be subjected to legal/disciplinary proceedings.

Signature and Name

Date

List of Annexures required in the given order:

1. Photo (Passport Size Only)
2. Signature
3. X/XII Certificate (Indicating DOB)
4. Self-attested copies of certificate from the competent authority of mentioned teaching/ research experience
5. Research Papers: Cover page with ISSN, index and first page of article
6. Research Publications: Cover page with ISBN, index and first page of article
7. Projects Outcome/Output
8. Proof of Research Guidance
9. Honours and Awards certificate/ proof
10. Invited Lecture and Conference paper presentation certificate
11. Research Projects and Consultancy certificates
12. Any other documents in support of facts stated in the application