



# UNIVERSITY OF KASHMIR

NAAC Accredited Grade "A"

University Campus, Hazratbal, Srinagar-190006, J&K

## **REQUIRE D**

### **DIRECTOR**

#### *STATE RESOURCE CENTRE FOR ADULT EDUCATION*

(Jammu and Kashmir State)

We have been running the State Resource Centre for Adult Education for a number of years and have provided excellent support to the literacy and adult education programme being run in all districts of Jammu and Kashmir State. Our area of work includes material preparation, training, research, evaluation, etc.

We are looking for a dynamic person to head the organization as its DIRECTOR. The DIRECTOR will be the Member-Secretary of the Governing Body and will be in charge of providing the organization with leadership, direction and drive. He will also be fully incharge of all day-to-day activities. The DIRECTOR is expected to have proven capabilities of motivating and leading a team of professionals. He should have good man-management skills and be a team-builder.

### **QUALIFICATIONS AND EXPERIENCE**

#### **Essential:**

- i) Second class Masters Degree from a recognized University or equivalent;
- ii) Seven years of experience in a supervisory capacity preferably in the field of education or Social Science research;
- iii) Working knowledge of local language.

#### **Desirable:**

- i) BBA or MBA – Diploma/Degree
- ii) Experience in Administration or Management
- iii) Experience in leading a team
- iv) Experience in heading an organization
- v) Experience in guiding/conducting or research or evaluation

#### **AGE :**

Maximum 57 years as on the date of application.

#### **TERMS & CONDITIONS:-**

- The selected candidate will be paid a minimum remuneration of Rs. 25000/-. Facilities would be provided for transport, provident fund, residential telephone and residential accommodation and such other facilities as the institution

deems proper.

- The appointment will be for two year on contract basis subject to extension by one more year by mutual agreement.
- This position may also be filled up by persons on Promotion/Deputation. In such cases, emoluments will be decided by the Board of Management but these will not be less than what is being currently drawn by the candidate in his/her parent department.
- Eligible candidates will be short-listed and called for interview. No TA/DA shall be paid by the University on this account.
- Persons employed in organization would be required to send their applications through proper channel. They will be required to furnish a “No Objection Certificate” from their employer at the time of interview.
- Interested persons may send in their applications on the prescribed Application Form available on University website ([www.kashmiruniversity.net](http://www.kashmiruniversity.net)) alongwith all relevant documents, copy of latest bio-data and application fee of Rs. 750/- (non-refundable) in the form of Bank Draft drawn in favour of the Registrar, University of Kashmir, Srinagar and payable at Srinagar by or before **10<sup>th</sup> May, 2016** to:

**“Deputy Registrar, Recruitment  
University of Kashmir  
Hazratbal, Srinagar-190006, J&K”**

**Sd/-  
REGISTRAR**

No: KU/Rect./Advt-Officer/16  
Dated: 5<sup>th</sup> April, 2016