



MADURAI KAMARAJ UNIVERSITY

University with Potential for Excellence
Re-Accredited by NAAC with 'A' grade in the 3rd cycle
(QS India Rankings 2020 – Band 86-90)
Palkalai Nagar, Madurai – 625 021



Notification No. R/54/MKU/2020

Applications in the prescribed form (8 copies) are invited from the eligible candidates for the post of **Director, Educational Multimedia Research Centre (EMRC)**, so as to be received by The Registrar i/c, Madurai Kamaraj University, superscribing the envelope with “**Application for the post of Director, EMRC**”.

Application form, required qualifications, general instructions and other details are available in the University Website: <https://mkuniversity.ac.in>

Last date for the receipt of filled in applications is: **03.07.2020**. Late and incomplete applications will not be considered.

Place: Madurai - 625 021

Date : 11.06.2020.

Prof. Sankar Natesan

Registrar i/c



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Notification No. R/54/MKU/2020

Applications are invited in eight copies in the prescribed form for the post of **Director, Educational Multimedia Research Centre (EMRC)** from suitable candidates.

Qualifications:

- i. A Master's Degree in any subject with consistently good academic record.
- ii. About 10 years of regular service in Media or Mass Communication, specially Television as Producer/Director or Engineer or Researcher or Administrator with emphasis on ability for visualization, conceptualization and creation of programmes.
- iii. Good communication skills.
- iv. A high level of competence, integrity and institutional commitment.
- v. Leadership qualities to collaborate with academicians in ETV production, to coordinate with Multi Media Technical and Administrative Staff, and to coordinate effectively all the production activities.
- vi. An outstanding scholar with established reputation in the field of Mass media and who has made significant contribution to e-content development and Mass Media production.
- vii. The candidate will be required to show/demonstrate e-content / mass media production activities when called for interview.

Ph.D. qualification is desirable.

Note:

- Age limit : Not more than 55 years of age as on the closing date of the receipt of the application of this advertisement.
- Pay : Academic Level - 14 in the Pay Matrix (Rs.1,44,200-2,18,200)
- Tenure : The tenure of the Director shall initially be for a period of two years on contract/tenure basis which can be construed as probation period. On successful completion of the probation period and after a proper assessment of his/her performance, the incumbent may continue for a term of 5 years including the probation period.

The post of Director of Multimedia Centre shall be filled on tenure basis for a period of 5 years extendable to another term, up to the age of 60 years. The retirement age would be as per the provision of the concerned university/institute.

The prescribed application form along with the instructions to the candidates can be downloaded from the University website <https://mkuniversity.ac.in>. All candidates should submit a crossed Demand Draft to the value of Rs.590/- including GST towards the cost of application and Rs.295/- for SC/ST candidates drawn in favour of The Registrar, Madurai Kamaraj University, payable at Madurai.

The envelope containing the filled in application superscribed on the left hand corner as **“Application for the Post of Director, EMRC”** should be submitted to The Registrar, Madurai Kamaraj University, Palkalai Nagar, Madurai-625 021, Tamil Nadu, India, either in person or by registered post so as to be received in his office on or before **03.07.2020 upto 5.45 p.m.**

Applications received after the last date will not be considered.

Place: Madurai – 625 021

Date: 11.06.2020

Registrar i/c

Important Instructions and Guidelines w.r.t. Application and filling up of the Application Form

1. The candidates should have secured at least 55% of the aggregate marks in the concerned examination(s).
2. The last date for submission of filled-in applications 03.07.2020 upto 5.45. p.m.
3. The application should be sent through Registered/Speed Post before/till last date to The Registrar, Madurai Kamaraj University, Madurai-625 021.
4. Application received after last date will not be considered. The University shall not be responsible for the postal delay, if any.
5. Envelope, containing application, should be superscribed with the name of the post applied for.
6. **A crossed Demand Draft of Rs. 590/- including GST towards application cost General category and Rs. 295/- including GST for SC/ST candidates drawn in favour of the Registrar, Madurai Kamaraj University Madurai, payable at Madurai should be sent with the filled in application form.**
7. Persons serving in Govt./Semi-Govt./PSUs, should send their application either THROUGH PROPER CHANNEL or should furnish a NO OBJECTION CERTIFICATE at the time of interview. They can, however, send an advance copy along with DEMAND DRAFT in Original.
8. Age relaxation shall be applicable as per norms/ rules of the UGC/Government guidelines. The age limit shall be determined with reference to all as on the last date for the application.
9. The service conditions including Pay Matrix or equivalent and age of superannuation shall be as per university/ UGC rules/norms. If selected, candidate may be assigned any duty depending upon exigency of work.
10. Incomplete applications or without relevant supporting enclosures (self-attested copies of degree/ certificates/marks sheets/ experience certificate, reprint of important publications, etc) will be out-rightly rejected.
11. The University shall verify the attachments or documents submitted by the candidate at any time during tenure of service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has a clandestine antecedent/background for which he has been convicted by any court and has suppressed the said information, then his services shall be terminated.
12. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issue of the appointment letter, Madurai Kamaraj University, Madurai reserves the right to modify/withdraw/cancel any communication made to the candidates.
13. Short listed candidates will be called for interview.
14. No TA will be given for appearing in interview.
15. Canvassing in any form may lead to cancellation of candidature.
16. The requirement of the experience could be relaxed at the discretion of the Selection Committee if the candidate is otherwise found suitable.
17. The University reserves the right to cancel the advertisement for the posts advertised in the notification, without assigning any reason.

Registrar i/c



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Palkalai Nagar, Madurai – 625 021
Tamil Nadu, India



Demand Draft Particulars	
Bank and Branch	
D.D. No.	
Amount	

Affix a recent
Passport size
Photograph with
Signature

Application for the post of DIRECTOR, EMRC

(To be submitted in Eight Copies)

1. Name in full (in Block Letters)	TAMIL	
	ENGLISH	
2. Father's Name/Spouse's Name		
3. a) Present post held and Academic Level / Level of Pay in the Pay matrix b) Present Level of Pay (Rs.) c) Date of Next increment d) Date of appointment in the present post		
4. Sex		
5. Marital Status		
6. Permanent Address with Pin Code		
7. Address for Communication with Pin Code (Phone No. and e-mail address)		

8. a) Date of birth and age as on 03.07.2020 (extract of first page of S.S.L.C book to be attached)				
b) Place of Birth				
c) District and State				
9. Nationality & Religion				
10. Name of the Community and Sub-caste (Attach Proof)				
11. If differently abled, give details				
12. Proficiency in Languages (Please underline your mother tongue):				
Read Only	Speak Only	Read and Speak	Read, Write and Speak	Examination Passed, if any

13. Particulars of Educational Qualifications : (SSLC/HSC onwards)				
Examination Passed (Date on which degrees taken including Ph.D.)	Subjects / Subjects with specialization	Name of the School, College and University	Year of Passing	Percentage of Marks / Grade

14. Title of the Thesis of the Research Degree(s):	
Degree	Subject
M.Phil.	
Ph.D.	
Any other higher degree like D.Sc., D.Litt., etc.,	

15. Teaching Experience:								
Sl No	Institution	Position	Temporary/ Permanent	Teaching		Duration		Total Years of Service
				UG	PG	From	To	

16. Research Experience (other than Ph.D. research period)			
i. Number of Years of Research Experience Including Post Doctoral :			
ii. Number of candidates supervised / under supervision for Research :			
Degree	Total No. of Students	Guided and Awarded	Under Supervision
(i) M.Phil.,			
(ii) Ph.D.,			
(iii) Post-Doctoral Level			

- iii. List of Publications: (Start from the recent one.)
List only those that are already published only in UGC Index Journals, Book chapters, Text Book, Reference Books and Edited Books.
(If necessary an Annexure may be enclosed)

Sl. No.	Name of the Author	Title of the Paper	Journal Title, Volume No, Issue No, year & Impact factor	UGC Journal No & ISSN	No. of Citations (where applicable) with h-index

- iv. Papers presented in National / International Seminars, Symposia, Conferences and Workshops (If necessary an Annexure may be enclosed)

- v. Research Projects undertaken:
Give details with proofs:
(If necessary an Annexure may be enclosed)

Sl. No.	Title of the Project	Amount Sanctioned	Name of the Funding Agency		Period of Project	Year of Completion
			National	International		

17. Have you got research scheme(s) sponsored or supported by Local (State), National and International level? If yes provide details:

Sl. No	Granting Agency	Sanction Number	Title	Amount	other Particulars

18. Travel and Study Abroad:			
Country Visited	From	To	Purpose of Visit

19. Administrative Experience:					
Office/ Inst. / Orgn.	Post Held	Period of Service		Pay Scale / Academic Level of Pay in the Pay matrix Salary (p.m.) / Last Drawn	Description of Work Done
		From	To		
(Total No. of Years of Administrative Experience _____)					

20. Professional Experience / Media Experience (Start from the present position. Please also include here any special training undergone, additional skills acquired etc. Attach evidence)

Period		No. of years & months	Post held with Scale of pay / Academic Level of Pay in the Pay matrix	Name of the Institution	Nature of Duties
From	To				

25. Have you ever been censured, suspended or dismissed by any School, College or University authority and / or any employer? If yes, provide details. Yes / No

26. List the sports, games and extra-curricular activities participated.

27. If appointed, time required for joining duty

28. Testimonials:

(Name, Designation and Address)

Two testimonials from persons under whom one has either studied or worked to be enclosed.

1.

2.

29. References: Persons in responsible positions who are well acquainted with the applicant's character and work (other than relatives) with Name, Designation, Address, Phone number and email.

1.

2.

3.

30. List of enclosures: (Please ensure that the enclosures are attached with all the eight copies of the applications)

1. Attested copy of Proof of Date of Birth
2. Attested copies of Academic Qualifications
3. Attested copy of Community Certificate
4. Pay Certificate
5. Service Certificate
6. Demand Draft for Rs. 590/- for General Category or Rs.295/- for SC/ST Candidates drawn in favour of **"The Registrar, Madurai Kamaraj University, Madurai - 625 021"**.
7. Any other (Specify)

Declaration

I, _____ hereby declare that I have never been convicted for any offence and there are no criminal/departmental proceedings pending/contemplated against me.

Signature of the Applicant

I _____ hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief and in the event of any of the information being found false or incorrect or any ineligibility being detected before or after the interview, my candidature is liable to be cancelled and action initiated against me.

Signature of the Applicant

Place:

Date:

N.B.: 1) Attach separate sheets, if space provided in any column is not sufficient.

2) If employed, the filled in application should be forwarded through proper channel.

Signature of the forwarding authority
with official seal and date