



ST. XAVIER'S TECHNICAL INSTITUTE

Mahim Causeway, Mumbai-400 016

An Autonomous Roman Catholic Minority Institute
Recognised and Aided by the Government of Maharashtra & Approved by the A.I.C.T.E.)

Information to candidates applying in Positions for Lecturer and COE

About the Institute

OUR VISION

To nurture the JOY OF EXCELLENCE
In a World of High Technology

OUR MISSION

**To Strive to match Global standards in
Technical Education by
Interaction with Industry
Continuous Staff training and
Development of Quality of Life**

The Management believes in developing our students as competent Engineering professionals and responsible citizens endowed with human and ethical values. We are looking for highly qualified, competent, motivated and hard working persons as faculty members for positions of Lecturers in order to train our students in the aforesaid manner. Opportunities are provided for motivated Faculty to upgrade their qualifications and thereby helping them to advance in their career rapidly. Facilities to enable job satisfaction, like presentation of papers in national and international conferences, attending seminars, conduct of short-term programmes, assigning responsibilities for development of department and college development, etc., will also be provided. Bright young teachers selected as Lecturers are provided with opportunities for fast track career growth by sponsorship for higher studies and by providing opportunities for consultation and Research. The Institute offers a healthy academic environment for academic pursuits, research, consultations and other developmental activities.

Applications are invited in the prescribed format for the following posts :-

Sr. No	Post and Pay Scale	Number of Vacancies	Essential/Desirable qualifications and Experience required	Maximum Age limit as on last date of submission of application i.e. 21/11/2014
1	Lecturer (Electronics & Telecommunication) Rs.(15600 – 39100), AGP (5000), Approx. Gross Total: (48000)	Two + One* (*Reserved for Physically Handicapped One – Reserved for Persons with Disabilities, Categories of disabled persons suitable for the post OA-One Arm OL-One Leg BL-Both Legs OAL-One Arm and One Leg BLOA-Both Legs and One Arm HI-Hearing Impaired)	Essential: 1. Bachelor's Degree in First Class in: Electronics Engg. Or Electronics & Communication or Digital Electronics OR Master's Degree in First class in: Tele Communication or Microwave & Radar or Electronics Instrumentation or Digital Systems or Power Electronics or Very Large Scale Integrated Design or Micro Electronics or Robotics or Automation.	a) Not more than Thirty Five years of age as on date of advertisement. b) The upper age limit shall not apply to the employee of Government/Semi Government of Maharashtra. c) The Government may relax the maximum age limit upto 5 years in favour of candidates having exceptional qualifications or experience or both.
2	Controller of Examinations (COE) Rs.(9300 – 34800), AGP (5000), Approx. Gross Total: (44000)	One	Essential: Bachelor's Degree or Master's Degree in any Branch of Engineering with First Class	- same as above -

Terms and conditions : (i) Appointments to both the posts are on permanent basis. For each post there will be a minimum two years of probation subject to satisfaction of Appointing Authority. (ii) Applicants for the post of Lecturer or COE in Electronics & Telecommunication Engineering will be required to appear for a written screening test similar to the GATE examination. Candidates having knowledge of Marathi will be preferred. (iii) Short listed candidates called for interview for Teaching Posts may be required to give a Presentation before the Selection Committee on a topic pertaining to their specialization. (iv) Candidates working in Government/Semi Government/ Autonomous Bodies/Local Self Government are required to forward their applications through proper channel. However, advance copies may be sent. (v) Applications in the format specified below this advertisement alongwith the attested photo copies of relevant certificates and fees applicable should reach by 21/11/2014 (upto 5:00pm) to **The Director, St. Xavier's Technical Institute, Mahim Causeway, Mumbai-400016**. Application fees is payable by way of a Demand Draft drawn in favour of **"St. Xavier's Technical Institute, Mumbai"** payable at Mumbai. (vi) **IMPORTANT** (only for the post of Lecturer (Reserved for Physically Handicapped) **"DISABILITY CERTIFICATE"** shall be in the format prescribed by Government of India, Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training, in its Office Memorandum No.36035/3/2004-Estt(Res) dated 29/12/2005. (vii) The applications received for the above posts will be scrutinized, and the shortlisted candidates only will be called for test and/or interview. **Merely fulfilling the eligibility/requirements laid down as above will not automatically entitle any candidate to be called for test and/or interview.** (viii) Applications not received within the stipulated time period, as well as applications with incomplete and / or illegible information and not enclosing the Demand Draft for the requisite amount of Rs. 500/- for Open and Rs 300/-for Reserved category are liable to be rejected. (ix) The envelope containing the application should be superscribed on the top mentioning the name of the post. (x) Application fee shall not be refunded on any ground(s) whatsoever. No TA/DA shall be paid to any of the candidates shortlisted for test and/or interview for the above said posts.



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Mahim Causeway, Mahim, Mumbai 400 016
Phone: 24455937, 24454559, 24451961, 24460359
Fax: 2445482; E-mail: office@xavitech.com

APPLICATION FOR THE POST OF LECTURER / COE

Ref: Advertisement dated _____ in Indian Express / Loksatta / Sakaal / The Examiner

Application No.	Date of Receipt	Details of Demand Draft/ Indian Postal Order Number Date, Amount & Name of issuing Bank	Initials of Authority at St. Xavier's Technical Institute	Firmly affix a recent self attested passport size photo

(for office use only)

[Important: Those in service of State Government or Government undertakings or Autonomous bodies of State Government or Local Self Government should compulsorily apply through proper channel.]

1. Name in full (in capital letters):

(Surname) (Name) (Middle Name)

2. Husband's / Father's name: _____

3. Nationality : _____ 4. Religion : _____

5. Sex (Put a tick mark): Male Female

6. Date of Birth in Christian era:
(As per School Leaving Certificate -----
Self attested copy is to be enclosed) (Day) (Month) (Year)

7. Age as on 21-11-2014 -----
(Years) (Month) (Days)

8. Please mention if Physically
Handicapped -----
(supporting document to be enclosed where necessary)

9. Only in case with Disabilities

(a) Type of Physical Disability OA OL BL OAL BLOA HI
(Please enclose Certificate)

9(b) Percentage of disability by
competent medical authority %
in the PH (Physically handicapped) /
PD (Physically disabled) Certificate

10(a) Address for correspondence: _____
(in block letters with pin code) _____

(b) Tel No. _____ Mobile _____ (c) Email Id _____

(d) Permanent Address : _____
(in block letters with pin code) _____

11. **Qualifications:** (Fill in where applicable)

Sr. No.	Qualifications		Name of Institution	University/ Board	Month & Year of Passing	Grade/ Class obtained	% of marks
1	S.S.C. (or equivalent)						
2	ITI / Certificate course (Name of the course)						
3	Diploma in _____ _____						
4	H.S.C. (or equivalent)						
5	Degree in (branch)	I yr					
	_____	II yr					
	_____	III yr					
	_____	IV yr					
6	Master's in (branch)	I yr					
	_____	II yr					

12. **Experience** (starting with the current / last employment)

Sr No	Name of the organisation	Whether Central Govt./State Govt./Private/ Others (Specify)	Date of appointment	Designation/Post held and nature of work being carried out	Period of Service		Whether Regular/ Substantive/ Temporary/ Adhoc/ permanent	a) Scale of pay b) Present basic pay and c) Total emoluments	Remarks
					From	To			
1									
2									
3									

13. **Any other information** that you think may be useful to Members of the Selection Panel:

14. List of documents enclosed :
- | | | |
|----|----|----|
| 1. | 4. | 7. |
| 2. | 5. | 8. |
| 3. | 6. | 9. |

15. General information:

- i. Canvassing in any form will lead to rejection of candidature.
- ii. Original certificates should not be sent alongwith this application.
- iii. All enclosures (photo copies) should be legible and must be self attested.
- iv. Applications with illegible entries as well as partially filled/incomplete application will be rejected.
- v. Application received after the prescribed date will be rejected.

16. **Declaration:**

- i) I have read and understood the terms and conditions mentioned in the detailed advertisement posted on the website www.xaviertech.com and the same are accepted by me.
- ii) I hereby solemnly declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief.
- iii) I also declare and fully understand that in the event of any information furnished being found false or incorrect at any stage, my application/candidature is liable to be summarily rejected.
- iv) I am also aware that if any falsification of information furnished above is / are detected later, after the appointment to the post applied for, my service is liable to be terminated without issuing any Notice, notwithstanding further disciplinary action.

Details of payment of application fee: - DD No. _____ Amount Rs. _____

Place:

Date :

(Signature of the applicant)

Name of the Applicant (in block letters)

NAME & ADDRESS OF THE INSTITUTE / HOSPITAL

Certificate No. _____

Date : _____

DISABILITY CERTIFICATE

Recent Photograph of
the candidate showing
the disability duly self
attested by the
Chairperson of the
Medical Board.

This is certified that Shri / Smt. / Kum _____

Son / wife / daughter of Shri _____ Age _____

Sex _____ identification mark (s) _____ is suffering from
permanent disability of following category :

A. Locomotive or cerebral paisy :

- (i) BL - Both legs affected but not arms.
- (ii) BA - Both arms affected
 - (a) Impaired reach
 - (b) Weakness of grip
- (iii) BLA - Both legs and both arms affected
- (iv) OL - One leg affected (right or left)
 - (a) Impaired reach
 - (b) Weakness of grip
 - (c) Ataxic
- (v) OA - One arm affected
 - (a) Impaired reach
 - (b) Weakness of grip
 - (c) Ataxic
- (vi) BH - Stiff back and hips (Cannot sit or stoop)
- (vii) MW - Muscular weakness and limited physical endurance

B. Blindness or Low Vision

- (i) B - Blind
- (ii) PB - Partially Blind

C. Hearing imparment :

- (i) D - Deaf
- (ii) PD - Partially Deaf

(Delete the category whichever is not applicable).

D. This condition is progressive / non-progressive / likely to improve / not likely to improve.
Re-assessment of this case is not recommended / is recommended after a period of _____
Years _____ months.

E. Percentage of disability in his / her case is _____ percent.

F. Shri / Smt. / Kum _____ meets the following
physical requirements for discharge of his / her duties:-

- | | | |
|--------|--|----------|
| (i) | F - can perform work by manipulating with fingers. | Yes / No |
| (ii) | PP - can perform work by pulling and pushing | Yes / No |
| (iii) | L - can perform by lifting | Yes / No |
| (iv) | KC - can perform work by kneeling and crouching | Yes / No |
| (v) | B - can perform work by bending | Yes / No |
| (vi) | S - can perform work by sitting | Yes / No |
| (vii) | ST - can perform work by standing | Yes / No |
| (viii) | W - can perform work by walking | Yes / No |
| (ix) | SE - can perform work by seeing | Yes / No |
| (x) | H - can perform work by hearing / speaking | Yes / No |
| (xi) | RW - can perform work by reading and writing | Yes / No |

(Dr. _____)
Member
Medical Board

(Dr. _____)
Member
Medical Board

(Dr. _____)
Member
Medical Board

Countersigned by the
Medical Superintendent / CMO /
Head of Hospital (with seal)

Strike out which is not applicable