

**KERALA UNIVERSITY OF DIGITAL SCIENCES, INNOVATION AND TECHNOLOGY**  
(formerly IIITMK)

**Technocity Campus, Kuracode, Mangalapuram, Thonnakkal P.O.,  
Thiruvananthapuram – 695 317, Kerala**

**Phone: 0471-2788000, Website: www.duk.ac.in, E-mail: info@duk.ac.in**

No. KUDSIT/65/Ad. A1/2021

Technocity, Dated : 14.09.2021

**NOTIFICATION**

Kerala University of Digital Sciences, Innovation and Technology invites applications from qualified Indian Citizens for appointment to the following posts (on contract basis) for various Schools of the University. Candidates shall apply online through the Recruitment Portal. The guidelines for submission of applications are available in the recruitment portal.

**DETAILS OF POST, QUALIFICATION, EXPERIENCE REQUIRED etc.**

**I. SCHOOLS OF INFORMATICS**

**I.(a)**

<p><b>Job Code</b> : STAEI/092021/65  <b>Name of Post</b> : Senior Technical Assistant  <b>Name of Laboratory</b> : CV Raman laboratory of Ecological Informatics (SoI)  <b>No. of Vacancies</b> : 01  <b>Remuneration</b> : Rs. 40,000/- (Consolidated)  <b>Age</b> : Should not exceed 40 Years as on the last date for submission of application</p>	
<p><b>Job Description</b></p>	<p>The selected candidate is expected to maintain and manage the digital desk of the C V Raman Laboratory of Ecological Informatics. S/he will facilitate the conduct of laboratory sessions for MSc students. The STA will assist to coordinate the implementation of research and academic activities for ensuring smooth functioning of digital laboratories under guidance of Chairperson, School of Informatics, Digital University Kerala. S/he would be required to communicate with faculty, staff, and students in order to effectively carry out professional responsibilities. S/he should be well versed with the systems/processes involved in maintenance of lab/ lab-equipment, and should be willing to take responsibility to liaise with vendors, ensure updated AMC, maintenance of lab/ lab-equipment etc., and perform other related duties as assigned from time to time. S/he should have</p> <ol style="list-style-type: none"> <li>1. Expertise in sampling design and analysis of data.</li> <li>2. Ability to independently handle statistical tools (including R) #.</li> </ol> <p>[# will be assessed during selection process]</p>
<p><b>Essential Educational Qualification</b></p>	<p>MSc in Statistics/Biostatistics/Data Analytics with minimum 60 % marks or equivalent CGPA from a recognized University/Educational Institution.</p>

<b>Essential Experience</b>	Minimum 3 years' experience in the relevant field in an academic institution or relevant industry  <b>Desirable:</b> Experience in Ecological/Environmental Data Analysis using Python.
<b>Nature of Appointment</b>	On contract (initially for a period of 6 months which may be extended on the basis of performance / requirement.)

**I.(b)**

<b>Job Code</b>	: STABL/092021/65
<b>Name of Post</b>	: Senior Technical Assistant
<b>Name of Laboratory</b>	: Biomimicry Laboratory (SoI)
<b>No. of Vacancies</b>	: 01
<b>Remuneration</b>	: Rs. 40,000/- (Consolidated)
<b>Age</b>	: Should not exceed 40 Years as on the last date for submission of application
<b>Job Description</b>	<p>The Biomimicry laboratory (BML) at Digital University, Kerala strives to create nature-inspired solutions for a sustainable planet. The selected candidate is expected to maintain and manage the BML. S/he will take the lead to explore possible avenues of appropriate nature-inspired solutions. It includes exploring sustainable alternatives for commodities ranging from shopping bags to prosthetics. S/he should facilitate the conduct of laboratories for Msc students. The STA will assist to coordinate the implementation of research and academic activities for ensuring smooth functioning of biomimicry laboratory under guidance of Chairperson, School of Informatics, DUK. S/he would be required to communicate with faculty, staff, students and vendors in order to effectively carry out professional responsibilities. S/he should be well versed with the systems/processes involved in maintenance of lab/ lab-equipment and perform other related duties as assigned from time to time. S/He should have</p> <ol style="list-style-type: none"> <li>1. Expertise in Finite Element tool ANSYS (Classic / Workbench) #</li> <li>2. Good skill and knowledge of Auto CAD 2D and 3D</li> </ol> <p>[# will be assessed during selection process]</p>
<b>Essential Educational Qualification</b>	M.Tech in Structural Engineering with minimum 60 % marks or equivalent CGPA from a recognized University/Educational Institution.
<b>Essential Experience</b>	Minimum 3 years' experience in the relevant field in an academic institution or relevant industry
<b>Nature of Appointment</b>	On contract (initially for a period of 6 months which is likely to be extended on the basis of performance / requirement.)

I.(c)

<b>Job Code</b> <b>Name of Post</b> <b>Name of Laboratory</b> <b>No. of Vacancies</b> <b>Remuneration</b> <b>Age</b>	<b>: TAEI/092021/65</b> <b>: Technical Assistant</b> <b>: CV Raman laboratory of Ecological Informatics (Sol)</b> <b>: 01</b> <b>: Rs. 30,000/- (Consolidated)</b> <b>: Should not exceed 40 Years as on the last date for submission of application</b>
<b>Job Description</b>	<p>The selected candidate is expected to support the academic programs and research at the school of informatics/CV Raman laboratory of Ecological Informatics.</p> <p>S/he will facilitate the conduct of laboratory/field sessions for MSc students in physical interpretation of Ecological concepts.</p> <p>The TA will assist to coordinate the implementation of research and academic activities under guidance of Chairperson, School of Informatics, Digital University Kerala.</p> <p>S/he would be required to communicate with faculty, staff, and students in order to effectively carry out professional responsibilities. S/he should be well versed with the underlying physical concepts of ecological theories, and performs other related duties as assigned from time to time. S/he should have sound understanding of physical theories and be an expert in physical interpretation of Ecological concepts #.</p> <p>[# will be assessed during selection process]</p>
<b>Essential Educational Qualification</b>	<p>MSc in Physics/Applied Physics/Environmental Physics with minimum 60 % marks or equivalent CGPA from a recognized University/Educational Institution.</p> <p><b>Desirable:</b></p> <ol style="list-style-type: none"> <li>1. Higher academic qualification, preferably in Ecological Informatics.</li> <li>2. Expertise in physical interpretation of Ecological concepts.</li> </ol>
<b>Experience</b>	<p>Minimum 2 years' of relevant experience.</p>
<b>Nature of Appointment</b>	<p>On contract (initially for a period of 6 months which is likely to be extended on the basis of performance / requirement).</p>

## II. SCHOOL OF COMPUTER SCIENCE AND ENGINEERING

### II.(a)

<b>Job Code</b>	: STACS/092021/65
<b>Name of Post</b>	: Technical Assistant
<b>Name of Laboratory</b>	: Cyber Security &AR/VR Lab (SCSE)
<b>No. of Vacancies</b>	: 01
<b>Remuneration</b>	: Rs. 30,000/- (Consolidated)
<b>Age</b>	: Should not exceed <b>40 Years</b> as on the last date for submission of application
<b>Job Description</b>	<ul style="list-style-type: none"><li>• The selected candidate is expected to facilitate Lab sessions, teaching support for theory sessions, Managing Course LMS, managing assignments, Managing the software installations and licenses, supporting the data collection stages.</li><li>• The candidate should have good knowledge of Machine learning and Python.</li><li>• Familiarity with biometrics, prototype development and immersive technologies are highly preferable.</li><li>• A basic understanding of Linux and Hadoop is desirable. Good written &amp; communication skills.</li><li>• Experience in Teaching, Lab assistance and Research paper writing are expected.</li></ul>
<b>Essential Educational Qualification</b>	M.Tech. in Computer Science/Electronics from a recognized University/Educational Institution.
<b>Essential Experience</b>	Minimum 3 years' experience in data analysis, MATLAB programming and algorithm development in an Academic/Research Institution or Industry.
<b>Nature of Appointment</b>	On contract (initially for a period of 1 year which is likely to be extended on the basis of performance / requirement.)

### II.(b)

<b>Job Code</b>	: TAAI/092021/65
<b>Name of Post</b>	: Technical Assistant
<b>Name of Laboratory</b>	: Artificial Intelligence Lab(SCSE)
<b>No. of Vacancies</b>	: 01 no.
<b>Remuneration</b>	: Rs. 30,000/- (Consolidated)
<b>Age</b>	: Should not exceed <b>40 Years</b> as on the last date for submission of application
<b>Job Description</b>	<ul style="list-style-type: none"><li>• The selected candidate is expected to facilitate Lab sessions, teaching support for theory sessions, Managing Course LMS,</li></ul>

	<p>managing assignments, Managing the software installations and licenses, supporting the data collection stages.</p> <ul style="list-style-type: none"> <li>• Candidates should have deep knowledge in managing high computing resources in Linux.</li> <li>• Familiarity with Conda, Octave and PyTorch is a must.</li> <li>• Excellent writing &amp; communication skills are necessary.</li> <li>• Prior knowledge in setting up the labs would be considered extra.</li> </ul>
<b>Essential Educational Qualification</b>	M.Tech. in Computer Science from a recognized University/Educational Institution.
<b>Essential Experience</b>	Minimum 3 years' experience in machine learning or AI tools in an Academic/Research Institution or Industry.
<b>Nature of Appointment</b>	On contract (initially for a period of 1 year which is likely to be extended on the basis of performance / requirement.)

## II.(c)

<p><b>Job Code</b> : TACSI/092021/65</p> <p><b>Name of Post</b> : Technical Assistant</p> <p><b>Name of Laboratory</b> : Connected Systems and Intelligence Lab (SCSE)</p> <p><b>No. of Vacancies</b> : 01 no.</p> <p><b>Remuneration</b> : Rs. 25,000/- (Consolidated)</p> <p><b>Age</b> : Should not exceed 40 Years as on the last date for submission of application</p>	
<b>Job Description</b>	<ul style="list-style-type: none"> <li>• The selected candidate is expected to facilitate Lab sessions, teaching support for theory sessions, Managing Course LMS, managing assignments, Managing the software installations and licenses, supporting the data collection stages, assisting training programmes.</li> <li>• Excellent writing &amp; communication skills are necessary.</li> <li>• Prior knowledge in setting up the labs would be considered extra.</li> </ul>
<b>Essential Educational Qualification</b>	B.Tech/M.Tech. in Computer Science & Engineering/ Electronics Engineering from a recognized University/Educational Institution.
<b>Essential Experience</b>	Minimum 3 years' experience in computer networks (networking, cloud/edge computing, sensor networks, IoT networks, simulation tools, etc. in an Academic/Research Institution or Industry.
<b>Nature of Appointment</b>	On contract (initially for a period of 1 year which is likely to be extended on the basis of performance / requirement.)

### III. SCHOOL OF DIGITAL SCIENCES

#### III.(a)

<b>Job Code</b> <b>Name of Post</b> <b>Name of Laboratory</b> <b>No. of Vacancies</b> <b>Remuneration</b> <b>Age</b>	<b>: STAGA/092021/65</b> <b>: Senior Technical Assistant</b> <b>: Geospatial Analytics (SDS)</b> <b>: 01 no.</b> <b>: Rs. 40,000/- (Consolidated)</b> <b>: Should not exceed 40 Years</b> as on the last date for submission of application
<b>Job Description</b>	<ul style="list-style-type: none"> <li>• The selected candidate is expected to facilitate Lab sessions, teaching support for theory sessions, Managing Course LMS, managing assignments, Managing the software installations and licenses, supporting the geospatial field mapping/survey sessions.</li> <li>• The candidate should have strong knowledge in GIS and image processing software such as ArcGIS Pro, QGIS, ERDAS, ENVI.</li> <li>• Coding skills in Python or R for developing Geospatial Applications.</li> <li>• Good written &amp; communication skills.</li> <li>• Experience in Teaching and Lab assistance</li> </ul>
<b>Essential Educational Qualification</b>	M.Sc. or M.Tech. in Geoinformatics\GIS\Remote Sensing\ Geospatial Analytics from a recognized University/Educational Institution or Industry
<b>Essential Experience</b>	Minimum 5 years' experience in spatial data processing and Analysis in an Academic / Research Institution or Industry.
<b>Nature of Appointment</b>	On contract (initially for a period of 1 year which is likely to be extended on the basis of performance / requirement.)

#### III.(b)

<b>Job Code</b> <b>Name of Post</b> <b>Name of Laboratory</b> <b>No. of Vacancies</b> <b>Remuneration</b> <b>Age</b>	<b>: STADA/092021/65</b> <b>: Technical Assistant</b> <b>: Data Analytics Lab (SDS)</b> <b>: 01 no.</b> <b>: Rs. 25,000/- (Consolidated)</b> <b>: Should not exceed 40 Years</b> as on the last date for submission of application
<b>Job Description</b>	<ul style="list-style-type: none"> <li>• The selected candidate is expected to facilitate Lab sessions, teaching support for theory sessions, Managing Course LMS, managing assignments, Managing the software installations and licenses, supporting the data collection stages.</li> <li>• Candidates should have in-depth knowledge in Python and R programming labs., MATLAB programming experience.</li> </ul>

	<ul style="list-style-type: none"> <li>• Candidates should have hands-on experience in Pyspark and Hadoop clusters.</li> <li>• Basic understanding and management skills of linux clusters is highly essential.</li> <li>• Good written &amp; communication skills. Experience in Teaching and Lab assistance is expected.</li> </ul>
<b>Essential Educational Qualification</b>	M.Sc. in Computer Science/Computational Science or B.Tech with experience in Data Science from a recognized University/Educational Institution.
<b>Essential Experience</b>	Minimum 3 years' experience in data analytics and Machine learning or computational Lab in an Academic / Research Institution or Industry.
<b>Nature of Appointment</b>	On contract (initially for a period of 1 year which is likely to be extended on the basis of performance / requirement.)

#### IV. SCHOOL OF ELECTRONICS

##### IV.(a)

<b>Job Code</b> <b>Name of Post</b> <b>Name of Laboratory</b> <b>No. of Vacancies</b> <b>Remuneration</b> <b>Age</b>	<b>: STADP/092021/65</b> <b>: Senior Technical Assistant</b> <b>: Digital Signal Processing Lab (SE)</b> <b>: 01 no.</b> <b>: Rs. 40,000/- (Consolidated)</b> <b>: Should not exceed 40 Years as on the last date for submission of application</b>
<b>Job Description</b>	<p>The job requires design and conduct of experiments involving TMS320C6748 DSP software and mixed mode programming with code composer studio, extensive applications involving LCDK development kit to jump-start real-time signal processing at M.tech level. The job includes preparation/supervision of Lab experiments in real time signal processing for communications, audio and biomedical applications.</p> <p>Responsibilities</p> <ul style="list-style-type: none"> <li>• The successful candidate must also have good knowledge of computer applications and internet; strong interpersonal skills; exceptional English-speaking skills; strong ethical convictions and a commitment to quality service; and the ability to competently interact with a culturally and ethnically diverse population of students, faculty, and staff.</li> <li>• Responsible for analyzing, recommending and coordinating the implementation of plans to ensure smooth functioning of the laboratory.</li> <li>• He/she would be required to communicate with teachers, staff, students and vendors in order to effectively carry out his / her responsibilities.</li> <li>• He/she should be willing to undertake other related duties and special projects as assigned or directed. He/she should be familiar with health and safety guidelines for electronics labs.</li> </ul>

<b>Essential Educational Qualification</b>	M.Tech in Electronics from a recognized University/Educational Institution. Desirable areas of specialization: Signal Processing / VLSI/ Embedded Systems / Control & Instrumentation / Communications Engineering
<b>Essential Experience</b>	A minimum of 3 Years' experience in a teaching Laboratory / Industry.  <b>Essential Technical Skills:</b>  Working level knowledge of real time signal processing using Code Composer Studio and C6748 Assembly language (will be assessed during selection process)  <b>Desirable Technical Skills:</b>  1. Proficiency in C/C++ 2. Mathematical modelling of electronic control systems using the MATLAB / Simulink environment. 3. Experience in Embedded Analytics and real time signal processing applications to audio, Video and biomedical signals are desirable.
<b>Nature of Appointment</b>	On contract (initially for a period of 6 months which is likely to be extended on the basis of performance / requirement.)

#### IV.(b)

<b>Job Code</b>	: STAAIC/092021/65
<b>Name of Post</b>	: Senior Technical Assistant
<b>Name of Laboratory</b>	: Analog Integrated Circuits Lab (SE)
<b>No. of Vacancies</b>	: 01 no.
<b>Remuneration</b>	: Rs. 40,000/- (Consolidated)
<b>Age</b>	: Should not exceed 40 Years as on the last date for submission of application
<b>Job Description</b>	<p>The candidate is expected to have experience in maintaining/repairing electronic measurement systems and/or managing an electronics laboratory. Hands-on experience in handling and maintaining equipment like circuit boards, electric vehicles, drones etc. would be desirable.</p> <p>Responsibilities</p> <ul style="list-style-type: none"> <li>The successful candidate must also have good knowledge of computer applications and internet; strong interpersonal skills; exceptional English speaking skills; strong ethical convictions and a commitment to quality service; and the ability to competently interact with a culturally and ethnically diverse population of students, faculty, and staff.</li> </ul>



	<ul style="list-style-type: none"> <li>Responsible for analyzing, recommending and coordinating the implementation of plans to ensure smooth functioning of the laboratory.</li> <li>He/she would be required to communicate with teachers, staff, students and vendors in order to effectively carry out his / her responsibilities.</li> <li>He/she should be well versed with the systems/processes involved in maintenance of lab-equipments and perform other related duties and special projects as assigned or directed.</li> <li>He/she should be familiar with health and safety guidelines for electronics labs</li> </ul>
<b>Essential Educational Qualification</b>	<p>M.Tech in Electronics Engineering from a recognized University/Educational Institution.</p> <p><b>Desirable areas of specialization:</b></p> <p>Microelectronics / VLSI/ Nanotechnology/ Electrical Engineering</p>
<b>Essential Experience</b>	<p>A minimum of 3 Years' experience in a teaching Laboratory / Industry with working level knowledge.</p> <p><b>Essential Technical Skills (will be assessed during selection process)</b></p> <ol style="list-style-type: none"> <li>He/she should be familiar with Labview, Matlab, SPICE, and NI boards</li> <li>He/she should be able to assist in designing lab experiments with PCB tools and 3D printing.</li> <li>He/she should be familiar with testing and characterization of robotic and drone systems</li> </ol> <p><b>Desirable Technical Skills</b></p> <ol style="list-style-type: none"> <li>He/she to be familiar with industrial 3D printer softwares and design tools</li> <li>He/she to be familiar with variety of digital manufacturing services and solutions</li> </ol>
<b>Nature of Appointment</b>	On contract (initially for a period of 6 months which is likely to be extended on the basis of performance / requirement.)

#### IV.(c)

<b>Job Code</b>	: TALEGO/092021/65
<b>Name of Post</b>	: Technical Assistant
<b>Name of Laboratory</b>	: LEGO Lab (SE)
<b>No. of Vacancies</b>	: 01 no.
<b>Remuneration</b>	: Rs. 30,000/- (Consolidated)
<b>Age</b>	: Should not exceed 40 Years as on the last date for submission of application
<b>Job Description</b>	The candidate is expected to have experience in maintaining/repairing electronic measurement systems and/or managing an electronics laboratory. Hands-on experience in handling and maintaining

	<p>equipment like circuit boards, maintenance of PCB, lego tools, robots, electric vehicles, drones etc. would be desirable.</p> <p>Responsibilities</p> <ul style="list-style-type: none"> <li>• Reports to the thematic area coordinator who holds charge of the teaching lab.</li> <li>• The successful candidate must also have good knowledge of computer applications and internet; strong interpersonal skills; exceptional English speaking skills; strong ethical convictions and a commitment to quality service; and the ability to competently interact with a culturally and ethnically diverse population of students, faculty, and staff.</li> <li>• Responsible for analyzing, recommending and coordinating the implementation of plans to ensure smooth functioning of the laboratory.</li> <li>• He/she would be required to communicate with teachers, staff, students and vendors in order to effectively carry out his / her responsibilities.</li> <li>• He/she should be well versed with the systems/processes involved in maintenance of lab-equipments and perform other related duties and special projects as assigned or directed.</li> <li>• He/she should be familiar with health and safety guidelines for electronics labs</li> </ul>
<b>Essential Educational Qualification</b>	<p>M.Tech in Electronics Engineering from a recognized University/Educational Institution.</p> <p><b>Desirable areas of specialization:</b></p> <p>Microelectronics / VLSI/ Nanotechnology/Electrical Engineering</p>
<b>Essential Experience</b>	<p>A minimum of 3 Years' experience in a teaching Laboratory / Industry with working level knowledge.</p> <p><b>Essential Technical Skills (will be assessed during selection process)</b></p> <ol style="list-style-type: none"> <li>1. He/she should be familiar with Labview, Matlab, SPICE, NI boards, and Mentor Graphics IC design tools</li> <li>2. He/she should be able to assist in designing lab experiments with Labview, Matlab, SPICE, NI boards, and Mentor Graphics IC design tools or similar tools.</li> <li>3. He/she should be familiar with testing and characterization of electronic devices</li> </ol> <p><b>Desirable Technical Skills</b></p> <ol style="list-style-type: none"> <li>1. He/she to be familiar with software license management of IC design tools</li> <li>2. He/she to be familiar with various IEC standards for electronic product testing</li> </ol>
<b>Nature of Appointment</b>	<p>On contract (initially for a period of 6 months which is likely to be extended on the basis of performance / requirement.)</p>

IV.(d)

<p><b>Job Code</b> : TASL/092021/65  <b>Name of Post</b> : Technical Assistant  <b>Name of Laboratory</b> : SENSOR Lab (SE)  <b>No. of Vacancies</b> : 01 no.  <b>Remuneration</b> : Rs. 25,000/- (Consolidated)  <b>Age</b> : Should not exceed 40 Years as on the last date for submission of application</p>	
<p><b>Job Description</b></p>	<p>The candidate is expected to have experience in maintaining/repairing sophisticated research equipment and/or managing a sensor laboratory. Hands-on experience in handling and maintaining equipment like microscopes, test equipment, probe stations, experience in wet chemical processing etc. would be desirable.</p> <p>Responsibilities</p> <ul style="list-style-type: none"> <li>• Reports to the thematic area coordinator who holds charge of the teaching lab.</li> <li>• The successful candidate must also have good knowledge of computer applications and internet; strong interpersonal skills; exceptional English speaking skills; strong ethical convictions and a commitment to quality service; and the ability to competently interact with a culturally and ethnically diverse population of students, faculty, and staff.</li> <li>• Responsible for analyzing, recommending and coordinating the implementation of plans to ensure smooth functioning of the laboratory.</li> <li>• He/she would be required to communicate with teachers, staff, students and vendors in order to effectively carry out his / her responsibilities.</li> <li>• He/she should be well versed with the systems/processes involved in maintenance of labs/ lab-equipments etc. and perform other related duties and special projects as assigned or directed.</li> <li>• He/she should be familiar with health and safety guidelines for electronics labs</li> </ul>
<p><b>Essential Educational Qualification</b></p>	<p>B.Tech in Electronics Engineering from a recognized University/Educational Institution.</p> <p><b>Desirable areas of experience:</b></p> <p>Sensors / VLSI/ Nanotechnology/ MEMS</p>
<p><b>Essential Experience</b></p>	<p>A minimum of 3 Years' experience in a teaching Laboratory / Industry with working level knowledge.</p> <p><b>Essential Technical Skills (will be assessed during selection process)</b></p> <ol style="list-style-type: none"> <li>1. He/she should be familiar with COMSOL and Matlab</li> <li>2. He/she should be able to assist in designing lab experiments with various sensors.</li> </ol>

	<p>3. He/she should be familiar with testing and characterization of devices with microscopes, parametric analysers, probe stations etc</p> <p>4. He/she should be able to understand the design and working principle of basic electronic circuitry that are necessary for sensor interfacing.</p> <p><b>Desirable Technical Skills:</b></p> <p>1. He/she to be familiar with IOT systems, MEMS design tools</p> <p>2. He/she to be familiar with sensor networks and applications</p> <p>3. He/she to be familiar with the handling of common acids, bases and solvents</p>
<b>Nature of Appointment</b>	On contract (initially for a period of 6 months which is likely to be extended on the basis of performance / requirement.)

**Note:**

- i. Age relaxation for submission of applications: 5 years for candidates belonging to SC/ST and 3 years for OBC candidates.
- ii. In the case of an Ex-serviceman or Ex-general Reserve Engineer Force person or a disembodied Territorial Army person, in reckoning the age for his eligibility for submission of application, can exclude the period of his service in the defense forces or in the General Reserve Engineer Force or in the Territorial Army, as the case may be, and the period of unemployment on discharge up to a maximum of five years provided he has not completed the age of 50 years.
- iii. Age relaxation up to 10 years to orthopedically disabled candidates subject to the condition that in no case the upper age limit shall exceed 50 years.

**Mode of Selection:**

- i. The selection will be on the basis of Objective Test/Descriptive Test and/ or interview conducted by the University or an outside agency depending on the number of applicants.
- ii. In case a Test is conducted, the syllabus of the Test will be intimated through Admission Ticket.
  - a. The medium of the test will be English. The standard of the questions will be that suitable for candidates with B Com Degree Qualification.
  - b. The minimum marks for being included in the Short List of candidates to be called for the interview will be 40% in the Objective/Descriptive Test. The number of candidates to be included in the Short List of candidates to be called for the interview will be decided by the University.
- iii. The final selection will be on the basis of the decision of the Interview Board.

**Facilities for Persons with Disabilities: (Incase a Test is conducted)**

- i. Candidates with benchmark disabilities whose writing speed is affected can avail the services of a scribe. Such candidates should apply for the same. They, whether availing the facility of scribe or not, will be allowed compensatory time of 20 minutes and/or part thereof for every hour of the examination.

- ii. The use of scribe will be governed by the guidelines prescribed by the University and candidates will have to produce a medical certificate and declaration at the time of attending the test.

### **Venue of Test/Interview**

The test/ Interview will be conducted at Thiruvananthapuram only.

### **General Instructions**

- i. Documents in original to prove age, qualifications, Community, Non-Creamy Layer status, economically weaker section status etc. should be produced as and when called for, failure of which will entail cancellation of candidature. Candidates who belong to differently abled categories and claim age relaxation will have to produce a certificate from the medical board as per G.O (P) No.39/2012/SWD dated 30/06/2012 as and when called for.
- ii. Candidates, who are in the service of the Government of India or any of the State Governments, etc. while applying, should obtain No Objection Certificate from their Head of Office or Department and keep it with them. If candidates fail to produce the No Objection Certificate as and when called for, his/her candidature will stand cancelled.
- iii. Candidates should ensure that the particulars furnished by him/her are correct in all respects. **Anything not specifically claimed in the application against the appropriate field will not be considered at a later stage.** In case it is detected at any stage of the recruitment that a candidate does not fulfill the eligibility norms and /or that he/she furnished any incorrect/false information or has suppressed any material fact, his/her candidature will stand cancelled. If suppression of material facts or furnishing of any incorrect/false information is detected even after appointment, his/her service is liable to be terminated.
- iv. Applications not submitted in accordance with the eligibility and other norms mentioned in this Notification as well as the instructions published in the Recruitment Portal of the University will be summarily rejected.
- v. Canvassing in any form will entail cancellation of candidature.

### **How to Apply:**

- i. Applications shall be submitted on-line latest on **30.09.2021** The application form is available at <https://www.duk.ac.in/careers>.
- ii. The application fee for the Post of Senior Technical Assistant and Technical Assistant will be Rs.300/- and Rs.250/- respectively (SC/ST/Differently Abled Candidates are exempted from payment of application Fee).The instructions for the payment of application fee are available in the recruitment portal.
- iii. The applications received after the last date fixed or the applications which are incomplete or the applications without filling the relevant field will be summarily rejected.
- iv. No interim queries after the submission of application will be entertained. The candidates will be intimated the schedule of Test/ Interview through their registered email only.
- v. The candidates are advised to check their registered e-mails regularly after the last date fixed for the submission of the application.
- vi. The University has the right to cancel the advertisement or entire selection process at any stage without assigning reason thereof and the decision of the University shall be final.

Sd/-  
**Registrar**