

## **INSTRUCTIONS**

1. The application form shall be filled in, complete in all respects, giving correct information. Defective and incomplete applications and those with wrong or false information will be rejected.
2. The application form along with a crossed Demand Draft for Rs.2000/- and in the case of SC/ST Rs.1000/- drawn in favour of the Finance Officer, Tamil Nadu Dr.J.Jayalalithaa Fisheries University, Nagapattinam should be sent so as to reach the Registrar of the University before the prescribed time and date. Application unaccompanied by the Demand Draft will be rejected (Exempted for in-service candidate).
3. Persons who are already working in State or Central Government or any other organization should send their applications through proper channel / Employer. Any delay in sending the application through proper channel / Employer is not the responsibility of this University. Advance copies of the applications reaching Registrar, Tamil Nadu Dr. J. Jayalalithaa Fisheries University, Vettar River View Campus, Nagapattinam-611 002, within the prescribed time limit shall be entertained. However, in such cases the candidates called for interview shall have to produce no objection certificate or original application duly forwarded by the competent authority, failing which he/she shall not be allowed to appear before the selection committee. Retired employees are exempted from sending their application through proper channel.
4. Candidates may send copies of testimonials from persons intimately acquainted with his/ her work and character and must also give name and address of three persons to whom references can be made. If he/she has been in employment he should either give his present or more recent employer or immediate superior as a referee or submit a recent testimonial from him. He / She should also submit an attested copy of the entry relating to his / her date of birth, from the Matriculation or Secondary School Leaving Certificate and attested copies of his/her Degree Certificate or / and Diploma testimonials.
5. If a candidate desires to name as a referee any person residing outside India he/she should write to that person asking him to send direct to the Registrar, Tamil Nadu Dr. J. Jayalalithaa Fisheries University, Vettar River View Campus, Nagapattinam – 611 002, Tamil Nadu, India, a statement of his opinion concerning the candidate's character and suitability for the post. The reply will be treated as confidential.
6. Evidence of Degree/Diploma Certificates and testimonials should be brought in original only at the time of interview.
7. Separate application with separate Registration fee is required for each post.
8. Applications should reach the Office of the Registrar, Tamil Nadu Dr.J.Jayalalithaa Fisheries University, Vettar River View Campus, Nagapattinam-611 002, before the time and date fixed. Applications received after the last date shall stand rejected automatically.
9. Candidates who apply for posts in Fisheries Faculty, Bachelor of Fisheries Science is a mandatory qualification.
10. Candidates who apply for Engineering / Technology posts, the eligibility criteria shall be as per AICTE and UGC from time to time.
11. Eligible candidates will be informed about the date and place of interview through intimation. However, University will not take any responsibility for non-receipt or delayed receipt of the intimation by a candidate.
12. Period mentioned in the columns viz., Teaching/ Research/ Extension/ Administration should tally with the total period of experience committed.

13. Applicants should have a minimum of 3 years of left-over service before superannuation as on 31.10.2022 which is applicable only to in-service candidates.
14. The candidates apply from ICAR/National system shall put up their experiences as Scientist/Senior Scientist/Principal Scientist or in equivalent nomenclature.

**TERMS AND CONDITIONS OF APPOINTMENT AND OTHER INSTRUCTIONS  
TO CANDIDATES**

**INFORMATION**

1. Candidates must be Indian Nationals
2. Candidates who are abroad may apply together with an International Money Order to cover the Registration fee of Rs.2000/-
3. Candidates who satisfy the conditions prescribed to the satisfaction of the University authorities should be prepared to appear before the Selection Committee for an Interview at their own cost.
4. Candidates may be called for interview as per the list prepared by the Screening Committee appointed for the purpose and approved by the Vice-Chancellor. The summoning of a candidate for the interview merely indicates that he/she with others may be suitable for the post and conveys no assurance whatsoever that he/she will be recommended or selected or his / her conditions specified in the application will be accepted.
5. It will be open to the University not to fill up any of the posts now advertised.
6. The University reserves the right to fill up larger number of posts than the number advertised.
7. All technical posts of equivalent pay scales are interchangeable, within the broad disciplines / departments at the discretion of the University.
8. In case of University Officers, the candidates selected in one post shall be liable for transfer to any other post in the same cadre, within the jurisdiction of the university if felt necessary as per the provision of the ASRR of the University.
9. The service conditions and other terms of appointment in the University shall be subject to the approval of the Board of Management of the Tamil Nadu Dr. J. Jayalalithaa Fisheries University.
10. Selection of candidates already in employment will be subject to the employer's agreement to relieve them.
11. The age of retirement is sixty years. However, in case of deputation and retired employees, the University will decide according to the merit of the case.
12. Any attempt by the candidates, either directly or indirectly to influence the Selection Committee or other authorities of the University will disqualify the candidate for the post.
13. Physical attendance in the interview is mandatory.

**REGISTRAR**