

No. KUDSIT/640/AR AD/2022

Technocity, Dated 31.10.2022

NOTIFICATION

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

DETAILS OF POST, QUALIFICATION, EXPERIENCE ETC. REQUIRED

I. Project: Digital Learning Centre

I.a

Job Code Name of Post No. of Vacancies Remuneration Age	: MID/102022/640 : Manager (Instruction Design) - Digital Learning Centre : 01 : Rs. 45,000 to Rs 60,000 (Consolidated) : Should not exceed 45 Years as on the last date for submission of application.
Essential Educational Qualification & Experience	<ul style="list-style-type: none"> The candidate should be a graduate (full-time) from any reputed university/research/scientific organization and have a minimum of six years of relevant experience in a reputed Organization / Institution . A person with a postgraduate degree and additional relevant certifications is preferred.
Desirable skillset	<ul style="list-style-type: none"> Knowledge of one or more online creative and visual tools similar to Adobe Captivate, Adobe Premiere Pro, OBS Studio, Articulate Storyline/Rise, etc. Direct exposure to at least one such content creation/authoring tool is essential. In-depth knowledge of MS Office (Excel, Word, PowerPoint) Knowledge of instructional design is desirable. The candidate should have a strong command of the English language (written & verbal). Behavioral competencies like leadership, teamwork, flexibility, and initiative are expected
	The person will lead the project team of Digital Learning Centre and provide complete support to course instructors and faculty members



Job Function	digital reading material, course structuring and authoring with instructional design inputs, online assignments, and assessments, etc. Management of asynchronous online course delivery, QA/testing, and management of the recording studio with the help of the university's Systems & IT support team and external service providers are part of the role
Job Description	<ul style="list-style-type: none"> • Interact with faculty members/subject matter experts and facilitate course design and structuring activities to create digital courseware. • Plan/design and supervise the creation of asynchronous course content using eLearning authoring tools, post video/audio production and editing, and digital media design, including design and creation of storyboards and post-production media and associated course elements with video editing, pictures, and graphics. • Support faculty members in the launch of Massive Online Open Courses(MOOCs), including content review, QA, and testing for online MOOCs • Develop or provide guidance for digital learning materials, including interactive content, animations, and assessments, and help in the creation of online simulations and games, including elements of instructional design where applicable. • Manage & guide in-class /in-studio recordings, if required. • Ensure that the project is prioritized according to the given deadlines. • Coordinate various project activities; to plan, design, analyze, implement, and evaluate the project, identification of problems, and practical solutions. • Work with various team members and stakeholders such as video and content editors, studio equipment handlers, IT support, liaising with technology partners etc.
Nature of Appointment	On contract basis for 1 Year

I.b

Job Code	: AMID/102022/640
Name of Post	: Assistant Manager (Instruction Design) - Digital Learning Centre
No. of Vacancies	: 01
Remuneration	: Rs. 35,000 to Rs 45,000 (Consolidated)
Age	: Should not exceed 40 Years as on the last date for submission of application.
Essential Educational Qualification & Experience	<ul style="list-style-type: none"> • The candidate should be a graduate (full-time) from any reputed university/research/scientific organization and have a minimum of three years of relevant experience in a reputed Organization /Institution . • A person with a postgraduate degree and additional relevant certifications is preferred.





Desirable skillset	<ul style="list-style-type: none"> • Knowledge of one or more online creative and visual tools similar to Adobe Captivate, Adobe Premiere Pro, OBS Studio, Articulate Storyline/Rise, etc. • Direct exposure to at least one such content creation/authoring tool is essential. In-depth knowledge of MS Office (Excel, Word, PowerPoint) • Knowledge of instructional design is desirable. • The candidate should have a strong command of the English language (written & verbal). • Behavioral competencies like leadership, teamwork, flexibility, and initiative are expected
Job Function	<p>The person will provide complete support to course instructors and faculty members for the creation of digital courseware covering videos, presentations, digital reading material, course structuring and authoring with instructional design inputs, online assignments, and assessments, etc. Management of asynchronous online course delivery, QA/testing, and management of the recording studio with the help of the university's Systems & IT support team and external service providers are part of the role.</p>
Job Description	<ul style="list-style-type: none"> • Interact with faculty members/subject matter experts and facilitate course design and structuring activities to create digital courseware. • Plan/design and supervise the creation of asynchronous course content using eLearning authoring tools, post video/audio production and editing, and digital media design, including design and creation of storyboards and post-production media and associated course elements with video editing, pictures, and graphics. • Support faculty members in the launch of Massive Online Open Courses(MOOCs), including content review, QA, and testing for online MOOCs • Develop or provide guidance for digital learning materials, including interactive content, animations, and assessments, and help in the creation of online simulations and games, including elements of instructional design where applicable. • Manage & guide in-class /in-studio recordings, if required. • Ensure that the project is prioritized according to the given deadlines. • Coordinate various project activities; to plan, design, analyze, implement, and evaluate the project, identification of problems, and practical solutions. • Work with various team members and stakeholders such as video and content editors, studio equipment handlers, IT support, liaising with technology partners etc.
Nature of Appointment	On contract basis for 1 Year



I.c

Job Code	: SSEM/102022/640
Name of Post	: Senior Software Engineer (MOODLE)
Name of Project	: Digital Learning Center under SoDiHLA
No. of Vacancies	: 01
Remuneration	: Rs. 35,000 to Rs 45,000 (Consolidated)
Age	: Should not exceed 40 Years as on the last date for submission of application.
Essential Educational Qualification	M.Tech /B.Tech/BE in Computer Science / IT / Electronics Or MCA or M.Sc in Computer Science / IT / Electronics from a recognized University /Educational Institution
Essential Experience	Minimum 2 years of Experience in MOODLE installation, configurations and customizations, and developing web applications using MVC framework with PHP or Java in a reputed Organization / Institution .
Essential Skills	Installation, configurations and customizations of MOODLE, PHP/Java, Javascript, JQuery/Angular, HTML, CSS, Postgresql/MySQL/MSSQL
Responsibilities:	<ul style="list-style-type: none"> • Installations, configurations and customizations of MOODLE • Developing web applications using Java/PHP • Work on microservices • Work on JSON, Web Services, XML, PL/SQL in Unix and Windows environments • Work with PostgreSQL/MySQL/DB2/MongoDB databases.
Other General Skills	<ul style="list-style-type: none"> • Excellent written, verbal, and interpersonal communication skills • Conversant with office productivity tools and software packages • Team Player • Good understanding of socio-economic aspects and Governance structure will be an added advantage • Should be able to work to deadlines and should be flexible to work on any assignment
Nature of Appointment	On contract basis for 1 Year

I.d

Job Code	: CWCT/102022/640
Name of Post	: Content Writer (Creative / Technical)
Name of Project	: Digital Learning Center under SoDiHLA
No. of Vacancies	: 01
Remuneration	: Rs. 35,000 to Rs 45,000 (Consolidated)
Age	: Should not exceed 40 Years as on the last date for submission of application.
Essential Educational Qualification	M.Tech/B.Tech/MBA/PGDM/any master's degree from a recognized University/Educational Institution
Essential Experience	Minimum two years relevant experience in a reputed Organization/Institution



	Desirable: Working experience in translation (English to Malayalam) in a reputed Organization/Institution
Responsibilities	<ul style="list-style-type: none"> • Conducting thorough research on academia and industry related topics, generating ideas for new content types and proofreading articles before publication. • Write/edit content pieces with a clear understanding of the target audience with the right tone of voice. • Writing clear marketing copy to promote our ideas / products / services. • Develop interactive, engaging and learner oriented in-depth content based on current events and analysis. • Prepare well-structured drafts using Content Management Systems. • Identify the needs and gaps in content and recommend new topics • Edit content produced by other members of the team • Ensure all-around consistency (style, fonts, images and tone)
Other General Skills	<ul style="list-style-type: none"> • Excellent written, verbal, and interpersonal communication skills • Conversant with office productivity tools and software packages • Team Player • Good understanding of socio-economic aspects and Governance structure will be an added advantage • Should be able to work to deadlines and should be flexible to work on any assignment.
Nature of Appointment	On contract basis for 1 Year

I.e.

Job Code	: RA/102022/640
Name of Post	: Research Associate
Name of Project	: Digital Learning Center under SoDiHLA
No. of Vacancies	: 01
Remuneration	: Rs. 35,000 to Rs 45,000 (Consolidated)
Age	: Should not exceed 40 Years as on the last date for submission of application.
Essential Educational Qualification	M.Tech/B.Tech/MBA/PGDM/any Master's degree from a recognized University/Educational Institution
Essential Experience	Minimum two years of teaching / Industry experience with strong understanding in Machine Learning, AI, Data Analytics and Python programming in a reputed Organization / Institution Desirable: Working experience in Deep learning and NLP



Responsibilities	<ul style="list-style-type: none"> • Opportunity to work on interesting and hard research problems, to see the real application of state-of-the-art research into practice. • Opportunity to work on important problems with big social impact: Massive, and direct impact of the work you do on the lives of students. • An intellectually invigorating, phenomenal work environment, with massive ownership and growth opportunities • Learn effective engineering habits required to build/deploy large production-ready ML applications. • We would be excited to see you publish papers (though certain restrictions do apply). • Ability to do quick iterations and deployments.
Other Skills	<ul style="list-style-type: none"> • Ability and experience tackling hard Natural Language Processing problems, to separate wheat from the chaff, knowledge of mathematical tools to succinctly describe the ideas to implement them in code. • understanding of Natural Language Processing and Machine Learning with projects to back the same. • Strong fundamentals in Linear Algebra, Probability and Random Variables and Algorithms. • Strong Systems experience in Distributed Systems Pipeline: Hadoop, Spark, etc. • Good knowledge of at least one prototyping/scripting language: Python, MATLAB/Octave. • Good understanding of Algorithms and Data Structures. • Strong programming experience in C++/Java/Lisp/Haskell. • Excellent written, verbal, and interpersonal communication skills • Conversant with office productivity tools and software packages • Team Player • Should be able to work to deadlines and should be flexible to work on any assignment
Nature of Appointment	On contract basis for 1 Year

II. Project: Centre for Intelligent Government

II.a.

Job Code	: TAAMD/102022/640
Name of Post	: Technical Architect (Artificial Intelligence/Machine Learning/Data Analytics)
Name of Project	: Centre for Intelligent Government
No. of Vacancies	: 01
Remuneration	: Rs. 85,000 to Rs 1,00,000 (Consolidated)
Age	: Should not exceed 40 Years as on the last date for submission of application.



Essential Educational Qualification & Experience	<ul style="list-style-type: none"> • MTech/MBA/PGDM/MSc or any Master's degree from a recognized University/ Educational Institution. Freshers can also apply. • Minimum of six years of relevant experience in a reputed organization/institution/research centre. • Experience in any of the areas like: Natural Language Processing, Contextual Understanding, Machine Learning, Deep Learning. • Experience with Python, Scala, Java, Node.js.
Desirable Technical experience	<ul style="list-style-type: none"> • Experience in Apache Spark, Apache Hadoop, Kafka, Java Spring, Elastic Map Reduce • 1+ years of experience in one or more AI platform, e.g. IBM Watson, Google Api.Ai, Facebook Wit.Ai • Experience in one or more of Spark MLlib, TensorFlow, PyTorch, Apache MXNet, XGBoost
Other skills	<ul style="list-style-type: none"> • Detail-oriented with excellent verbal, written, organizational, presentation, and interpersonal communications skills • Ability to present and explain complex information in a way that others can quickly gain understanding • Conversant with office productivity tools and software packages • Should be able to work to deadlines and should be flexible to work on any assignment • Behavioral competencies like leadership, teamwork, flexibility, and initiative are expected
Responsibilities	<ul style="list-style-type: none"> • Extract qualitative and quantitative relationships, including patterns and trends from a wide variety of data • Use technical and analytical expertise to explore and examine data from multiple disparate Big Data sources with the goal of discovering patterns and previously hidden insights • Analyze and implement analysis infrastructure and tools, analytic workflow processes, and complex data visualizations and leverage foundational comprehension of mathematical and statistical concepts, algorithm development, feature engineering, model selection and training, testing and validation of different models • Be part of training programs conducted by the university.
Nature of Appointment	On contract basis for 1 Year

II.b.

Job Code	: SA/102022/640
Name of Post	: Solutions Architect
Name of Project	: Centre for Intelligent Government
No. of Vacancies	: 01
Remuneration	: Rs. 85,000 to Rs 1,00,000 (Consolidated)
Age	: Should not exceed 40Years as on the last date for submission of application.



Essential Educational Qualification	<ul style="list-style-type: none"> • MTech/MBA/PGDM/MSc or any master's degree from a recognized University/ Educational Institution.
Essential Experience	<ul style="list-style-type: none"> • At least 6 years of experience in the IT industry. • At least one year of work experience as a Solution Architect with in-depth knowledge of Programming (frontend, backend), Cloud, infra, data, and analytics technologies. • Work experience with backend application development using JAVA, Spring framework. • Work experience with Data Pipeline development using Spark, Hadoop and Azure. • Experience with integration with Microservices. • Good working knowledge of frontend application development using React JS. • Ability to solve complex development problems and produce the highest quality code while striving to push the technical boundaries of online applications. • Extensive knowledge and experience with driving and applying user-centered design processes.
Other Skills	<ul style="list-style-type: none"> •Detail-oriented with excellent verbal, written, organizational, presentation, and interpersonal communications skills • Ability to present and explain complex information in a way that others can quickly gain understanding •Conversant with office productivity tools and software packages •Should be able to work to deadlines and should be flexible to work on any assignment •Behavioral competencies like leadership, teamwork, flexibility, and initiative are expected
Responsibilities	<ul style="list-style-type: none"> • Use technical knowledge to solve problems with digital capabilities and solutions in various domains • Identify the appropriate software architecture based on the requirements and design elements contained in a system specification. • Familiar with and can articulate digital concepts related to architecting applications and relevance to the government sector • Be part of training programs conducted by the university
Nature of Appointment	On contract basis for 1 Year



II.c.

Job Code	: PACPAMD/102022/640
Name of Post	: Project Associate (Contract) / Project Manager (Deputation)
Name of Project	: Centre for Intelligent Government
No. of Vacancies	: 02
Remuneration	: Rs. 35,000 to Rs 40,000 (Consolidated)/Terms of Deputation for applicants from Departments
Age	: Should not exceed 45 Years as on the last date for submission of application.
Essential Educational Qualification	M.Sc/M.Tech/MBA/PGDM/PGDeG any master's degree from a recognised University/Educational Institution
Essential Experience	3-year experience in a reputed Organization / Institution in any or all of the following : <ul style="list-style-type: none"> • e-Governance / socio economic projects or • Developing case studies in e-Governance or • Impact analysis of e-Governance / socio economic projects or • Project Design, Govt. Process Reengineering, Requirement Analysis, Redesign of existing systems. • Coordinating Capacity Building Programs
Other General Skills	<ul style="list-style-type: none"> • Good communication skills and team player • Technical bent of mind and should be a quick learner • Should have problem solving, prioritizing tasks, multitasking abilities • Should be able to understand and handle tasks independently • Should be able to work to deadlines and should be flexible to work on any
Nature of Appointment	On contract basis for 1 Year

II.d.

Job Code	: RDEML/102022/640
Name of Post	: Research and Development Engineer - Machine Learning
Name of Project	: Centre for Intelligent Government
No. of Vacancies	: 01
Remuneration	: Rs. 45,000 to Rs 55,000 (Consolidated)
Age	: Should not exceed 35 Years as on the last date for submission of application.
Essential Educational Qualification	M.Sc/M.Tech/MCA from a recognized University/Educational Institution
Essential Experience	Minimum of 2 years of Development experience in Machine Learning in Industry or reputed R&D Labs. <ul style="list-style-type: none"> • Experience in working with open-source machine learning libraries such as Sklearn, Pandas, and Numpy. • Experience with avdeep learning framework such as Tens or Flow. Strong knowledge in Python. • Experience in working with Linux Operating System and Tools



Responsibilities	<ul style="list-style-type: none"> • Design and build solutions for Government Departments / Agencies using Machine Learning technologies. • Build intelligent solutions based on Governance challenges • Develop models for proactive governance
Nature of Appointment	On contract basis for 1 Year

II.e.

Job Code	: DS/102022/640
Name of Post	: Data Scientist
Name of Project	: Centre for Intelligent Government
No. of Vacancies	: 01
Remuneration	: Rs. 45,000 to Rs 55,000 (Consolidated)
Age	: Should not exceed 35 Years as on the last date for submission of application.
Essential Educational Qualification	MSc/MTech/MCA from a recognized University/Educational Institution
Essential Experience	<p>Minimum 2 years' experience in Machine Learning/Deep Learning with Python</p> <ul style="list-style-type: none"> • Implementation of Machine learning & Data Analytics using python • Knowledge of SQL and NoSQL platforms • Hands-on experience with the Hadoop stack and Spark
Responsibilities	<ul style="list-style-type: none"> • Design and build solutions for Government Departments / Agencies using data analysis. • Work closely with departmental stakeholders to translate requirements into data-driven applications and data visualization solutions (reports and dashboards). • Design and implementation of medium to large custom application data models • Build intelligent solutions based on data and develop predictive analytical models
Nature of Appointment	On contract basis for 1 Year

III.Project: Centre for Digital Innovation and Transformation

III.a

Job Code	: RACDIT/102022/640
Name of Post	: Research Associate (Centre for Digital Innovation and Transformation)
No. of Vacancies	: 01
Remuneration	: Rs. 30,000 to Rs 45,000 (Consolidated)
Age	: Should not exceed 40 Years as on the last date for submission of application.



Essential Educational Qualification	<ul style="list-style-type: none"> • MTech/MBA/PGDM/MSc/any Master's degree from a recognized University/Educational Institution. • Minimum of two years of relevant experience in a reputed organization/institution/research centre.
Essential skills	<ul style="list-style-type: none"> • Detail-oriented with excellent verbal, written, organizational, presentation, and interpersonal communications skills • Ability to present and explain complex information in a way that others can quickly gain understanding • Conversant with office productivity tools and software packages • Should be able to work to deadlines and should be flexible to work on any assignment • Candidates should also be comfortable doing literature reviews by reading and summarizing research papers and academic writing in journal publications, and case studies. • Behavioral competencies like leadership, teamwork, flexibility, and initiative are expected.
Responsibilities	<p>The position involves working on different research projects focused on the critical issues related to digital transformation.</p> <ul style="list-style-type: none"> • To conduct literature review and web-based research • To collect, organize, and analyze data from field research • To set up, organize, and manage research data • To assist in writing and developing articles, case studies, and reports • To engage with government/business organizations in the conduct of field research • To be involved in the organization and conduct of training programs
Job Description	<ul style="list-style-type: none"> • Experience in digital transformation/technology enterprise applications implementation projects will be an added advantage. • Experience in Python and/or R and have some experience in using and developing methodologies for working with large data sets. • Knowledge of concepts of research methodology and basic knowledge of innovation concepts will be an added advantage
Nature of Appointment	On contract basis for 1 Year

IV. Common Category

IV.a

Job Code	: PA/102022/640
Name of Post	: Project Assistant
No. of Vacancies	: 04
Remuneration	: Rs. 25,000 to Rs 30,000 (Consolidated)
Age	: Should not exceed 30 Years as on the last date for submission of application.



Essential Educational Qualification	<ul style="list-style-type: none"> • MTech/BTech/MBA/PGDM/any Master's degree from a recognized University/Educational Institution
Desirable Experience	Working experience in a reputed Organization/Institution
Other General Skills	<ul style="list-style-type: none"> •Excellent written, verbal, and interpersonal communication skills •Conversant with office productivity tools and software packages •Team Player •Should be able to work to deadlines and should be flexible to work on any assignment
Nature of Appointment	On contract basis for 1 Year

IV.b.

Job Code	: TACC/102022/640
Name of Post	: Teaching Assistant
No. of Vacancies	: 02
Remuneration	: Rs. 25,000 to Rs 30,000 (Consolidated)
Age	: Should not exceed 30 Years as on the last date for submission of application.
Essential Educational Qualification	<ul style="list-style-type: none"> • MTech//MBA/PGDM/any Master's degree from a recognized University/Educational Institution
Desirable Experience	Working experience as a Teaching/Project/Research Assistant in a reputed university/Institution in the Management Studies or Computer Science Department.
Other Skills	<ul style="list-style-type: none"> • Excellent written, verbal, and interpersonal communication skills • Conversant with office productivity tools and software packages • Team Player • Should be able to work to deadlines and should be flexible to work on any assignment • Should be able to assist faculty members in the conduct of classes, training programs and research
Nature of Appointment	On contract basis for 1 Year

IV.c.

Job Code	: PACD/102022/640
Name of Post	: Project Associate- Community Development
No. of Vacancies	: 01
Remuneration	: Rs. 25,000 to Rs 35,000 (Consolidated)
Age	: Should not exceed 35 Years as on the last date for submission of application.
Essential Educational Qualification	Master's degree from a recognized University/Educational Institution



Desirable Experience	Experience in Rural Engagement/ Rural Development/ Community Development/Social Work/Rural Education
Other skills	<ul style="list-style-type: none"> • Understanding of rural and community dynamics • Detail-oriented with excellent verbal, written, organizational, presentation, and interpersonal communications skills • Ability to present and explain complex information in a way that others can quickly gain understanding • Conversant with office productivity tools and software packages • Should be able to work to deadlines and should be flexible to work on any assignment • Behavioral competencies like leadership, teamwork, flexibility, and initiative are expected • Ability to troubleshoot, innovate, and problem-solve
Responsibilities	<p>The selected candidate will assist in initiatives for the development of the local communities identified by the university. The candidate will also assist in any social or rural development projects.</p> <ul style="list-style-type: none"> • Take leadership role in undertaking social development studies • Coordinate and lead students in rural/community engagement studies • Establish connect with rural and tribal communities • Prepare reports on the field studies conducted
Nature of Appointment	On contract basis for 1 Year

IV.d.

Job Code	: TO/102022/640
Name of Post	: Training Officer
No. of Vacancies	: 01
Remuneration	: Rs. 40,000 to Rs 50,000 (Consolidated)
Age	: Should not exceed 40Years as on the last date for submission of application.
Essential Educational Qualification & Experience	MBA/PGDM/any master's degree from a recognized University/Educational Institution with at least 2 years of experience in developing and organizing training programs in corporates, educational institutions, government or public sector institutions.
skills	<ul style="list-style-type: none"> • Excellent written, verbal, and interpersonal communication skills • Conversant with office productivity tools and software packages
	Overall responsibility for effectively managing the creation, communication, delivery, and monitoring of training programs of value to customers, in line with the policies, plans, and programs of the School of Digital Humanities and Liberal Arts, Digital University Kerala. This includes, without being limited to, the management of the following:



Responsibilities	<ol style="list-style-type: none"> 1. Logistics, training infrastructure, communication, networks, and materials 2. Resource persons, participants, and other functionaries 3. Arranging travel and accommodation for all including resource persons and participants 4. Publicity, advertising, and media 5. Data collection and analysis to improve the quality of the training programs 6. Technology tools for improving program quality 7. Arrange additional facilities like labs, fab facilities, etc. as part of the training 8. Coordination with regulatory agencies as part of the conduct of training programs 9. Prepare Course Materials and Reports 10. Coordinate and Conduct online and offline training facilities for professionals and corporates
Nature of Appointment	On contract basis for 1 Year

Age relaxation for submission of application:

5 years for candidates belonging to SC/ ST and 3 years for OBC candidates.

Mode of Selection:

The selection will be based on an test and/or Interview

Venue of Test/Interview:

The Test /Interview will be conducted in Thiruvananthapuram district only.

General Instructions

- I. Scanned copy of the documents to prove age, qualifications, experience, etc. should be uploaded along with online application and originals to be produced as and when called for. **Applications without attaching the above documents shall be summarily rejected.** No further chance will be given for submitting the same.
- II. Candidates, who are in the service of the Government of India or any of the State Governments, etc. while applying, should obtain a 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 canceled.
- 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. No deviation whatsoever from the filled in data will be entertained.** 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 submitted without fulfilling 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. In case any discrepancy / ambiguity in the process of selection , the decision of the University shall be final and binding.
- VI. **Consequent up on adoption of self- certification provisions, the University shall process the applications entirely on the basis of the information /documents provided with the application . The selection / appointment will be provisional and subject to physical verification of the documents.**
- VII. Applications submitted without fulfilling 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.
- VIII. Canvassing in any form will entail the cancellation of candidature.
- IX. Appointment from the ranked list will be made in accordance with rules of reservation prescribed in the Rules 14 to 17 of Part II of Kerala State and Subordinate Services Rules, 1958 and in accordance with the rules made for the purpose from time to time.

How to Apply:

- I. Applications shall be submitted online latest on **20.11.2022**. The application form is available at <https://www.duk.ac.in/careers>.
- II. The application fee for the posts shall be Rs. 200 /- (Fee will be exempted for SC/ST/Differently-abled Candidate). The mode of payment is available in the recruitment portal.
- III. The applications received after the last date fixed or the incomplete applications or the applications without filling the relevant field will be summarily rejected.
- IV. No interim queries after the submission of the application will be entertained. The candidates will be intimated the schedule of the 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.

Registrar

