

GOKHALE INSTITUTE OF POLITICS AND ECONOMICS

(Deemed to be University u/s 3 of the UGC Act. 1956)

PUNE - 411 004

INSTRUCTIONS TO CANDIDATES

1. Candidates applying for advertised posts should submit their duly filled in Application Form and latest Curriculum Vitae along with educational, experience and other related documents.
2. Candidates applying for the posts of **PROFESSOR** should submit prints of a minimum of their 10 (ten) research publications separately which have been published in the peer-reviewed or UGC listed journals and a total score of 120 as per the criteria given in Appendix II, Table 2.
3. Candidates applying for the posts of **ASSOCIATE PROFESSOR** should submit prints of a minimum of their 7 (seven) publications separately which have been published in the peer-reviewed or UGC listed journals and a total research score of 75 as per the criteria given in Appendix II, Table 2.
4. Candidates wishing to apply for the posts of **ASSISTANT PROFESSOR** both under Government of Maharashtra as well as Self-Financed by the Institute should submit their separate applications mentioning category therein separately.
5. Candidates should submit with their applications, self-attested copies of the Degree or Diploma Certificates or other Certificates in support of their educational qualifications and experience and of the S.S.C. or equivalent Certificate in support of their date of birth. Original certificates should not be submitted along with the application but should be produced at the time of interview. Domicile Certificate of Maharashtra State for availing reservation is a prerequisite.
6. For reserved posts, only candidates belonging to reserved categories as specified in the advertisement shall be eligible to apply. Such candidates shall be required to submit with their application, copies of the Caste Certificate and Caste Validity Certificate issued by the competent authority.
7. Candidates belonging to reserved categories who are domiciled outside the Maharashtra State shall not be eligible for appointment against reserved posts under Government of Maharashtra; such candidates shall be treated as Open Category Candidates.
8. Candidates already in service should apply through proper channel and submit a Certificate from the present employer stating the scale of pay, basic pay and allowances currently drawn, failing which protection of pay and previous services will not be considered.
9. Any change of candidate's address given in the application form should be communicated to the Registrar, Gokhale Institute of Politics and Economics, 846, Shivajinagar, Pune – 411 004.
10. Incomplete applications will not be considered. Candidates furnishing incorrect/false/misleading information shall stand disqualified at any stage including during service.
11. Self-attested copies of papers and documents or reprints submitted with the application will not be returned.
12. Incomplete applications, as well as applications which are not submitted in the prescribed form along with the requisite testimonials, are liable to be rejected and no intimation in this regard will be sent to the candidates.

13. No correspondence will be entertained in respect of the advertisement, interview, selection, appointment etc. Canvassing in any form will lead to disqualification of the candidate.
14. No TA/DA will be admissible either for attending the interview or for joining the post.
15. A candidate should furnish all relevant information regarding his/her present service, legal proceedings or complaints, if any, pending in respect of his/her existing appointment, etc. If, at a later date, it is found that the candidate who has been offered appointment has furnished incomplete, incorrect or false information, then the appointment of such candidate shall be terminated forthwith.
16. Mere fulfilment of the minimum qualifications prescribed for a post does not entitle a candidate to be called for interview. The Institute may short-list candidates, as may be necessary, for interview. The decision of the Screening Committee, appointed for the purpose of shortlisting candidates from amongst the applications received, shall be final and binding.
17. The Application Form, along with the relevant documents should be addressed to the Registrar, Gokhale Institute of Politics and Economics, 846, Shivajinagar, BMCC Road, Deccan Gymkhana, Pune - 411004.
18. The last date of receipt of duly filled in Application Forms, along with the relevant documents and Demand Draft/RTGS/NEFT payment details, is **May 2, 2023**.

**NO EMPLOYEE FROM THE INSTITUTE IS AUTHORIZED TO CONTACT ANY CANDIDATE FOR
ANY PURPOSE OTHER THAN THROUGH OFFICIAL MAIL.
PLEASE DO NOT FALL PREY TO ANY MISREPRESENTATION.**