



## UDAYBHANSINHJI REGIONAL INSTITUTE OF COOPERATIVE MANAGEMENT

(An Institution of National Council for Cooperative Training, New Delhi. An Autonomous Society Promoted by Ministry of Cooperation, Government of India)

### Terms and Conditions for Appointment of Contractual Faculty

#### About the Institute:-

Udaybhansinhji Regional Institute of Cooperative Management, Gandhinagar (URICM) is an autonomous institution under the National Council for Cooperative Training (NCCT), New Delhi, and is promoted by the Ministry of Cooperation, Government of India. URICM specializes in the field of Management Training for cooperatives in Gujarat.

Our institute conduct various programme like Management Development Programmes (MDPs), Higher Diploma in Cooperative Management (HDCM), and Post-Graduate Diploma in Agri-Business Management (PGDM-ABM).

MDPs are short-term training programs designed for cooperative institutions and government department officers involved in cooperative development in Gujarat. These programs, ranging from two days to two weeks, cover topics such as Law, Audit, Costing and other Functional Management areas like Marketing, Finance, HR etc.,

HDCM is a 36 week program recognized as an essential entry-level qualification for employment in Cooperatives and the Department of Cooperation.

Our PGDM program, initiated in 2008 by URICM is approved by AICTE and offers specialization in Agri-Business Management. We are inviting applications from interested candidates for the post of Lecturers on contract basis. The details of the selection process and eligibility are as follows.

- 1. Invitation of application:** - The application from suitable candidate are invited through advertisement in newspaper in the pre-devised format.
- 2. Selection Process:** - On the basis of Interview by Selection Committee of the Institute.
- 3. Tenure of contract:** - The candidate will be initially appointed for a period of 3 years. However, the performance will be assessed on yearly basis. If the performance is satisfactory then will be continued

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for the agreed tenure. The tenure of contract may be extended for further period of two years on satisfactory performance. No further extension of tenure beyond five years is permissible.

**4. Annual Incentive:** - The person will be given 5% annual increment on the consolidated remuneration as an incentive amount if his/her performance is found satisfactory. Thereafter, the extension of services with 5% incumbent can be done at the level of Director of the Institute. Annual increment beyond 5% up to 15% may be considered on extraordinary performance of the faculty and Institute may recommend his/her case with justifiable reasons supported with documentary evidence to H.Q. for consideration of Executive Council of NCCT.

**5. Monthly Remuneration:** - Faculty monthly consolidated remuneration has been proposed as given below:

Sr. No.	Name of the Post	Range of Consolidated Remuneration (Rs.)
1	Lecturer	40,000 to 90,000

- (a) There will be no other allowance(s) in addition to the aforesaid monthly consolidated remuneration.
- (b) The consolidated remuneration will be fixed between the range as mentioned above on the basis of candidate capabilities and merits of the case & last pay drawn. However, CTC bases, negotiable as per market standards, (Remuneration/Pay Compensation will not be a limiting factor for a deserving candidate and can be negotiated in consideration to the last/current CTC drawn)
- (c) The appointed incumbent will not be eligible to get periodical enhancement of DA like the regular employees.
- (d) If required, the selection committee may recommend to fix the remuneration of selected candidate within the given range and as per (b), according to the qualification and experience of the candidate subject to the condition that it shall not be in excess of 10% of last pay drawn by the candidates in previous employment. In case if remuneration is proposed in excess of 10% of last pay of candidates, (within the range of consolidated salary), the approval of Executive Council would be required.
- (e) Age limit :- Not exceeding 38 years.

## 6. Educational/Other Qualification: -

### (A) Category 'A': Lecturer

Eligibility: -

- (i) Master's Degree with minimum 55% marks in Economics, Agriculture, Commerce, Business Administration, Cooperation, Cooperative Development, Law (LLB), MCA/MS or M.Tech in Computer Science.
- (ii) NET qualified/Ph.D.
- (iii) Five years teaching experience in recognized University/Institute/Cooperative Training Organization / Central / State Government / Autonomous Bodies. For candidates presently working in private sector/Universities, the CTC should be comparable with the pay scale prescribed for the candidates working in Government/PSUs etc.,

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**Preferred:-**

Experience in Cooperative Organization in relevant field is preferable.

**7. Subjects: -**

Sr. No.	Name of Subjects	Vacant Posts
1	"Marketing Management"	1
2	"Computer & MIS"	1
3	"Agri-Business Management"	1

**8. Terms & Conditions or Services: -**

- (i) In case the performance of the person so appointed is found unsatisfactory, his/her services will be terminated any time after giving one month's notice without giving any reason thereof or pay in lieu thereof. Such person may also leave the contractual appointment after giving one month's notice or pay in lieu thereof if he/she so desires.
- (ii) Leave of absence: The person appointed on contract basis will be eligible for 15 days leave in a Calendar year. It cannot be carry forwarded to next calendar year. Any other leave for any purpose will be considered as leave without pay.
- (iii) Persons so appointed on contract basis will not be eligible for any allowance except consolidated monthly remuneration. He will not claim any terminal benefit on termination of his contractual appointment.
- (iv) The person appointed will come under the ambit of conduct rules as applicable in NCCT.
- (vii) The person so appointed will require to attend respective office during the working hours and days in week. He/she will have to attend the office during holidays in case of necessity.
- (vi) The person appointed will require to maintain confidentiality of the work assigned to him/her by the Institute.
- (vii) The person selected for appointment will require to show his all original certificates required for verification for his/her eligibility for the post.
- (viii) The person so engaged may be allotted residence inside the Institute campus, subject to its availability, after the approval of the Director of the Institute. The person will be charged license fee and monthly rent equivalent to 20% of their consolidated remuneration and also electrical and water charges as per actual.
- (ix) In case of outstation program the person so engaged will be provided boarding and lodging or TA/DA as per rules prevalent in NCCT, as per the entitlement of the post.
- (x) The recommendation of the Selection Committee for appointment of contractual faculty will be placed before the Executive Council for perusal.
- (xi) For any clarification on these guidelines, decision of NCCT will be binding.

Director

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