South Asian University

(A University established by SAARC Nations)
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Shams ur Rehman IT-Specialist Tuesday, 18 February, 2025, 9:39:48 AM

Rolling Advertisement No. 01/2025 **29.01.2025**

South Asian University (SAU) is an international University jointly established and funded by the eight SAARC countries. SAU is looking for outstanding, highly qualified and experienced faculty members and non-teaching staff.

To apply for a faculty position, applicants should be outstanding scholars whose research and teaching interests will expand or complement the existing academic programmes of the University.

To apply for a non-academic position, applicants should be experienced professionals in the sought area of specialization.

Citizens of the SAARC Member States are especially encouraged to apply for these positions. Selected candidates from countries other than India will be recommended by the University for a work visa in India. Interested candidates may apply in the prescribed form.

1. Applications are invited against the following positions:

I. Teaching positions:

i. Faculty of Life Sciences & Biotechnology
- **a. Assistant Professor in Life Sciences/Biotechnology**

ii. Faculty of Legal Studies
- **a. Professor**
- **b. Assistant Professor**

iii. Faculty of Management
- **a. Professor**
- **b. Associate Professor**
- **c. Assistant Professor**

iv. **Department of Mathematics**
   a. **Assistant Professor**

v. **Department of Computer Science and Engineering**
   a. **Professor**
   b. **Associate Professor**
   c. **Assistant Professor**

vi. **English – Assistant Professor**

vii. **Physics – Associate Professor**
- Assistant Professor

viii. **Chemistry - Assistant Professor**

ix **Electronics Engineering – Assistant Professor**

x **Climate Change – Associate Professor**
Assistant Professor

Salaries of the above positions will be better than in most Indian and other SAARC universities. **In addition, faculty members do not have to pay income tax.**

II. Non-Teaching Positions

xi **Director (ICT/Virtual Campus/Training & Placement/ Media & PR)**

xii **Deputy Director (ICT/Virtual Campus/Training & Placement/Media & PR)**

xiii **Assistant Director (ICT)/Virtual Campus/Training & Placement/Media & PR**

xiv **Senior Assistant (Admissions/Academics/Examinations/ Administration/ Accounts/Corporate/IT/Management)**

xv **Assistant (Admissions/Academics/Examinations/ Administration/Accounts/ Corporate/IT/Management)**

2. Information on the academic programmes, current interests of Faculties/Departments can be found on their respective web pages of the university website.

3. Eligibility requirements for each post is given below:

Professor (US$ 30,000- US$45,000 per annum)

(a) A Professor should be an eminent scholar with evidence of outstanding scholarship and international recognition.

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(b) **Essential Qualifications:** PhD degree from a recognized University/Institution; and Master's Degree in relevant subject area with at least 60% marks or equivalent grade (for Science subjects); OR with at least 55% marks or equivalent grade (for Social Science, Management and Humanities). Post-doctoral research and/or teaching /professional experience of at least 12 years (excluding the period spent for obtaining the research degree).

Notes: Post-PhD experience will only be counted if the experience was not obtained while pursuing PhD or other degrees, and was acquired on a regular confirmed position and/or regular full time contractual position with full-time responsibilities.

(c) **Desirable Qualifications:**

i. High quality research publications in journals of repute.
ii. Experience in guiding doctoral research.
iii. Proven ability to get research funding from National/ International granting agencies.

(d) **Other Provisions:** Research and teaching / Professional experience during the period a candidate is registered for obtaining PhD degree, will not be considered as relevant experience. However, if a candidate with an M.Phil/M.Tech/MBA/MSc./MA degree was involved in the teaching as a regular faculty *before* enrolling for PhD degree, half of the period of such teaching experience will be considered as a relevant experience.

4. Associate Professor (US$20,000 to US$30,000 per annum)

(a) An Associate Professor at SAU should be established independent researcher/professionals with immaculate academic credentials.

(b) **Essential Qualifications:** PhD degree from a recognized University/Institution; and Master's Degree in relevant subject area with at least 60% marks or equivalent grade (for Science subjects); OR with at least 55% marks or equivalent grade (for Social Science, Management and Humanities). Post-doctoral research/teaching/professional experience of at least 6 years (excluding the period spent for obtaining the research degree).

(c) **Notes:** Post-PhD experience will only be counted if the experience was not obtained while pursuing PhD or other degrees, and was acquired on a regular confirmed position and/or regular full time contractual position with full-time responsibilities.

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(d) **Desirable Qualifications:**

i. High quality research publications in journals of repute. Evidence of independent research and unsupervised research.

ii. Experience in guiding doctoral research students.

iii. Proven ability to get research funding from National/ International granting agencies.

(e) **Other Provisions:** Research and teaching /professional experience during the period a candidate is registered for obtaining PhD degree, will not be considered as relevant experience. However, if a candidate with an M.Phil/M.Tech/MBA/MSc./MA degree was involved in the teaching as a regular faculty *before* enrolling for PhD degree, half of the period of such teaching experience will be considered as a relevant experience.

5. Assistant Professor (US$15,000 to US$20,000 per annum)

(a) An Assistant Professor at SAU should be a brilliant and highly productive scholar with a great promise to excel in academics.

(b) **Essential Qualifications:** PhD degree from a recognized University/Institution; and Master's Degree in relevant subject area with at least 60% marks or equivalent grade (for Science subjects); OR with at least 55% marks or equivalent grade (for Social Science, Management and Humanities). Post-doctoral research and/or teaching / professional experience of at least 2 years (excluding the period spent for obtaining the research degree).

(c) **Notes:** (i) Two years of pre-PhD teaching will be counted as equivalent of one year of post-doctoral teaching/research experience. (ii) Post-PhD experience will only be counted if the experience was not obtained while pursuing PhD or other degrees, and was acquired on a regular confirmed position and/or regular full time contractual position with full-time responsibilities.

(d) **Desirable Qualifications:**
High quality research publications in reputed journals/books.

(e) **Other Provisions:** Selection committee may ask the short-listed candidates to make a short class-room type presentation on a given topic at the time of interview so as to assess his/her ability to teach. Ability to teach and communicate effectively with students should form an important component of the assessment of a candidate for a faculty position.

6. Director (ICT)/Virtual Campus/Training and Placement/Media & PR

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Grade IB (US$ 27000 to US$ 40000 per annum)
Preferred Maximum Age: 54 years (initially five years and extendable for a maximum of another five years)

Minimum Educational Qualifications and Experience:

Master's degree with at least 55% marks or equivalent grades, plus at least 15 years related professional experience, of which 8 years as Deputy Registrar/Deputy Director level in a University/large organization. He/she must have strong interpersonal skills; excellent writing and 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.

7. Deputy Director (ICT)/Virtual Campus/Training and Placement/Media & PR
Grade II (US$ 18000 to US$ 30000 per annum)
Preferred Maximum Age: 50 years (Five years contract/extendable/ regularization)

Minimum Educational Qualifications and Experience:

Master's degree with at least 55% marks or equivalent grades, plus at least 10 years related professional experience in a large organization. He/she must have strong interpersonal skills; excellent writing and 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.

8. Assistant Director (ICT)/Virtual Campus/Training & Placement/ Media & PR
Grade III (US$ 14000 to US$ 23000 per annum)
Preferred Maximum Age: 50 years (Five years contract/extendable/ regularization)

Minimum Educational Qualifications and Experience:

Master's degree with at least 55% marks or equivalent grades, plus at least 7 years related professional experience in a large organization. He/she must have strong interpersonal skills; excellent writing and speaking

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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.

9. Senior Assistant (Admissions/Academics/Examinations/ Administration/Accounts/Corporate/IT/Management
Grade V (US$ 9000 to US$ 16000 per annum)
Preferred Maximum Age: 40 Years (Five years contract/extendable/ regularization)

Minimum Educational Qualifications and Experience:

A University degree with at least 50% marks or equivalent grade plus at least five years' experience in Admissions/Academics/Examinations/ Administration/Accounts/Corporate/IT/Management/Secretarial work/ Stores/Purchase work/Governance (Statutory bodies meetings) etc. Candidate must have good knowledge of computer applications and internet; strong interpersonal skills and the ability to communicate effectively; experience of using computational tools, databases, web applications and technology based information systems, and the ability to interact with a culturally and ethnically diverse population of students, faculty and staff.

10. Assistant (Admissions/Academics/Examinations/Administration/ Accounts/Corporate/IT/Management)
Grade VI, (US$ 6000 to US$ 11000 per annum)
Preferred Maximum Age: 35 years (Five year contract/extendable/ regularization)

Minimum Educational Qualifications and Experience:

A Bachelor's Degree with a minimum of 50% marks or equivalent grades, plus a minimum of 3 years' experience in Admissions/Academics/Examinations/Administration/Accounts/corporate/IT/Management/ Purchase/Statutory Committee meetings/Accounts/Finance etc. Candidate must have the ability to work independently and manage multiple tasks, and must be highly attentive to detail and deadlines. Experience in using a personal computer for word processing and

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spreadsheet databases and good knowledge of computer applications and internet is essential.

The candidate must also have strong interpersonal skills; good 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.

11. Selection Process:

For Teaching Posts: All applications will be screened by a Screening Committee that will shortlist candidates. Short-listed candidates will be invited for an interview. Ability to teach and communicate effectively with students will form an important component of the assessment of a candidate for a faculty position. Candidates from outside India who are unable to attend the interview may be interviewed online. Candidates from India may be allowed under exceptional circumstances to appear online on the merits of each case.

For Non-Teaching Posts: All applications received will be screened by a Screening Committee that will short-list the candidates for written test and/or interview. Short-listed candidates will be informed about the date and time of the written test/interview. Candidates are expected to appear before the selection committee for the interview that will be held on SAU campus in New Delhi. Candidates from outside India who are unable to attend the interview may be interviewed online.

The Selection Committee will be free to set its own modus operandi for conducting interviews, including the time duration involved for each interviewee.

12. Salary, Benefits and Incentives: Salary will be better than most Indian and other SAARC universities. Cost of Living Increase (COLI) will be applicable as approved from time to time. In addition, faculties do not have to pay income tax.

13. Allowances: In addition to the basic salary the other components like university housing or HRA, and contribution to pension fund will be paid as admissible from time to time to the employees of the University. All necessary support for research is given to faculty.

14. Annual increment: A 3% annual increment in basic salary will be provided.

15 Privileges and Immunities: - The faculty members will enjoy privileges and immunities as regulated by the SAU Act. 2008, and the Headquarters

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Agreement. The salary of faculty members will be exempted from Income tax.

16 **Health coverage:** The University offers health benefit schemes as per SAU Rules/Regulations.

17 **Relocation allowance:** Newly appointed faculty members and non-teaching employees belonging in Grades I to III are entitled to a relocation allowance for travel to Delhi along with their family members, and for covering the cost of transporting household goods and luggage as per SAU Regulations. The allowance (upper limit of one month's basic salary) will be payable upon submission of receipts of actual expenses on travel and transportation of household goods.

18 **Duties and Responsibilities**

In all matters, employees will follow the University Rules, Regulations and Bye-laws laid down by the Executive Council and Governing Board from time to time.

SAU follows a 40-hour work week with holidays on Saturdays and Sundays and some other notified holidays. The minimum essential eligibility conditions for faculty promotion are as per byelaws of SAU. Teachers are expected to regularly update the contents of the courses they teach in view of the new knowledge that becomes available from time to time in their areas of teaching and research. In addition, they will evaluate the performance of students and conduct/ guide their research work.

A faculty member is expected to:

i. Apply for and obtain external funding to enable development of independent research as well as to develop links with other departments across the University and elsewhere.

ii. Have the ability to teach effectively over a range of topics not exclusively in the area of his/her research expertise, in lectures, lab sessions and tutorials.

iii. Supervise the research of students registered for a Master's or M.Phil/PhD programme.

iv. Contribute to various institution-building tasks implicit in the growth of SAU. For example, faculty members may be called upon to share some administrative responsibilities including working on various University committees, and expert groups, participating / overseeing extra-curricular activities of students or other duties assigned by the University authorities from time to time. Faculty members may also be required to devote part of the vacation period for work related to admissions and evaluation.

19 **Visa**: SAU will recommend selected candidates, who are not citizens of

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India, for special SAU Visa from the Government of India.

20 Leave: SAU has provision for duty leave, casual leave, earned leave, medical leave etc. as per the University's Rules, Regulations and Bye-laws.

21 Instructions:

(a) Please read the instructions and general conditions before preparing and submitting the application form.

(b) Application Fee: A fee of US$ 20 or Indian INR 1700/- for Teaching and non-teaching posts and Grade I to III non-teaching post, and a fee of US$ 10 or Indian INR 850/- for other non-teaching post can be paid online.

(c) In career history, please fill only those positions that were held for at least 6 months.

(d) On the Publications page, please include those, and only those, research publications that were peer-reviewed. Please do not include abstracts, and articles submitted or under preparation. Magazine and newspaper articles should not be included.

(e) Under "honours, awards and distinctions", please include only significant national and international recognitions. These would include Elected Fellowships of Prestigious Professional Academies, competitive scholarships, medals, orations, invited memberships to prestigious bodies, and consultancies. Please do not include paid memberships of professional bodies and memberships of internal bodies of the institution where you are working or are employed.

(f) Candidates, who wish to apply for more than one position, should fill up and send a separate application form for each position. Application fee will have to be paid separately for each application.

22 General Conditions:

(a) The applications received in response to this advertisement will be scrutinized and only shortlisted candidates will be called for further selection process. Merely fulfilling the requirements laid down in the advertisement will not automatically entitle any candidate to be called for further participating in the selection process.

(b) No correspondence will be entertained from any ineligible and non-selected candidate. In all matters regarding eligibility, the selection process, the stages at which the scrutiny of eligibility is to be undertaken, documents to be produced for the selection process, assessment, prescribing minimum qualifying standards

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in the selection process, number of vacancies, communication of results, etc., the University's decision shall be final and binding on the candidates and no correspondence or personal enquiries shall be entertained in this regard.

(c) The University reserves the right to:

i. To fix criteria for screening the applications so as to reduce the number of candidates to be called for interview.
ii. Offer the post at the level lower than that advertised, depending upon the qualifications, experience and performance of the candidates.
iii. Draw reserve panel(s) against the possible vacancies in the future.
iv. Relax any of the desirable qualifications/experience/age at its discretion.
v. Not-to fill up any or all the advertised posts.
vi. Modify/change the qualification/age limit and experience criteria from time to time for various non-teaching posts even after publication of this advertisement.
vii. To conduct written tests for further shortlisting the candidates for such posts where a large number of applications are received or even otherwise.
viii. Consider the applications of candidates who have not applied.

(d) Written tests which may be conducted for short listing of candidates should not be construed as a merit test. The selection will be made on the basis of relevant experience, past accomplishments and the performance in the written test and interview on the recommendation of a Selection Committee.

(e) The prescribed essential qualifications are the minimum and mere possession of the same does not entitle candidates to be called for interview. Where the number of applications received in response to an advertisement is large and it will not be convenient or possible to interview all the candidates, the University, at its discretion, may restrict the number of candidates to a reasonable limit on the basis of qualifications/experience higher than the minimum prescribed in the advertisement.

(f) Incomplete applications are liable to be rejected.

(g) Applications received after last date shall not be entertained,

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the University will not be responsible for any postal delay.

(h) The offer made to the selected candidates will be subject to the submission of medical fitness certificate in the prescribed form at the time of joining. The University may also ask the candidate to undergo medical check-up from the empaneled hospital/agency immediately on joining at University's cost.

23 Submission of Applications:

(a) The link for the online applications is given below:
https://apply.sau.int

(b) The last date for receiving the applications of rolling advertisement will be declared on the website only.

Nothing in this advertisement may be construed as prejudicing in any manner the SAARC Intergovernmental Agreement, Rules, Regulations and Bye Laws.

NOTE:

1. The Retirement age of all Teaching and Non-teaching staff at SAU will be 65 years.
2. Age relaxation will be considered for internal candidates for recruitment.
3. At the time of initial recruitment at all entry levels, the faculty members will be offered a contract appointment for five years. At the end of the contract period, the academic performance, in addition to contribution to University corporate life, of the faculty member will be evaluated. A favorable assessment will result in regularization of the services of the faculty member.
4. **Those who have applied in response to the advertisement No. 01/2024 in the Department of Computer Science, FMCS, Physics and Faculty of Legal Studies can apply again if they wish to do so. Those who have applied in response to advertisement No. 01/2024 in the Faculty of Life Sciences & Biotechnology, Department of Mathematics, FMCS need not apply again, their existing applications will be considered while screening of applications for the respective post.**
5. **Those who have applied in response to the advertisement No. 01/2024 for the Non-Teaching posts of Director-ICT, Deputy**

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Director-ICT and Assistant Director-ICT) can apply again if they wish to do so. Those who have applied for Senior Assistant (Admissions & Exams, Senior Assistant (Administration), Assistant (Administration), Faculty Assistant, Assistant (Accounts) need not apply again, their existing applications will be considered while screening of applications for the respective post.

Sd/-
Registrar

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