



ભક્તકવિ નરસિંહ મહેતા યુનિવર્સિટી, જુનાગઢ
(ગુજરાત પબ્લિક યુનિવર્સિટીઝ અધિનિયમ નં. ૧૫/૨૦૨૩)
BHAKTA KAVI NARSINH MEHTA UNIVERSITY, JUNAGADH
[Gujarat Public Universities Act No. 15/2023]

Advertisement NO. BKNMU/07/2025 FOR NON-TEACHING POSITION

Special Recruitment Drive for Person with Disabilities (PwD) Candidates

Bhakta Kavi Narsinh Mehta University, Junagadh (BKNMU), Invites Online Applications for the Non-Teaching Position to be filled up in accordance with the approval by Govt. of Gujarat Education Dept.'s letter No. ED/0080/08/2023 Dt: 05-08-2023 and Letter No. ED/1125/08/2025, approval date: 30/08/2025 from eligible Indian nationals for direct recruitment. Following are the important details:

BHAKTA KAVI NARSINH MEHTA UNIVERSITY JUNAGADH					
<u>Notification No.BKNMU/07/2025</u>					
Bhakta Kavi Narsinh Mehta University invited online Applications for the following Non-Teaching posts:					
Sr. No.	Name of Posts	Number of Posts	Category	Pay Level in Pay Matrix (7 th CPC)	Pay Range (in Rs.)
1	Junior Clerk	01	PwD (B,LV)	02	Fixed Salary of Rs.26,000/- per month for first five years Level 02 (19,900 – 63,200)
Date of Commencement of Online Application Form				22/12/2025	
Last date of Online Application Form				12/01/2026	
Last date of receipt of hardcopy of online application form along with all enclosures				17/01/2026	
Minimum qualifications, category, experience, pay, general terms & conditions and other details are given on the University website: www.bknmu.edu.in . Applications received after due date will not be considered. Date: 19/12/2025 Registrar					

Minimum Qualifications and Experience required for the Non-Teaching Post are given below:

1. JUNIOR CLERK

- **Pay Scale: 19,900 – 63,200 (Level 2) (Fixed Salary of Rs.26,000/- per month for first five years)**
- **No. of Posts: 01**
- **Category: General**
- **Age Limit: 35 Years**

Minimum Qualifications:

- Graduation or its equivalent academic qualification from any UGC recognized university.
- A certificate of Basic Knowledge of Computer Applications as prescribed under Government Resolution No. CRR-10-2007-120320-G.S. dated 13/08/2008 and 18/03/2016 issued by the General Administration Department, Government of Gujarat.

Notification No.07/2025

Date: 19/12/2025

GENERAL INSTRUCTIONS:

1. Advertisement No. BKNMU/3/2023 dated 11/12/2023 is cancelled vide circular No.BKNMU/Mahekam/517/2025 dated 17/11/2025 which is uploaded on the university website. The candidates who have applied in response to advertisement No. BKNMU/3/2023 are required to apply afresh. They will receive refund for the fee paid earlier.
2. The Candidate must apply online. Only online application with required uploaded enclosures will be accepted.
3. Last date for the online application: **12/01/2026**.
4. **Only candidates having disabilities as prescribed in the advertisement can apply for the posts. The candidates possessing other than the advertised disabilities are not eligible to apply.**
5. The applicant must send **two hard copies** of the application along with all self-attested testimonials, certificates and all supporting documents relating to the post wherever required on or before **Dt. 17/01/2026 up to 06:00 p.m.** to the University through Courier/In Person/ Registered Post/Speed Post to "The Registrar, Bhakta Kavi Narsinh Mehta University, Government Polytechnic Campus, Bhakta Kavi Narsinh Mehta University Road, Khadiya, Junagadh-362263" or else the application will not be considered.
6. Persons with Benchmark Disability (PwD) are exempted from payment of the prescribed fees upon submission of the relevant Disability Certificate issued by the competent authority as per the policy of the Government of Gujarat.
7. Candidates must produce original testimonials, certificates and other documents at the time of interview, if called/needed.
8. Application sent through email will not be entertained.
9. Candidates are advised to submit the hard copy of the application to the University well in advance without waiting for the last date to avoid postal delay or any delay due to other unforeseen events or circumstances. The University will not be responsible for any postal delay at any stage.
10. **Annexure – I** "Check List" is mandatory for all posts. Supporting documents must be sequenced in order of the checklist with page numbers.
11. **Annexure – II** "Endorsement by the employer" is mandatory for already employed applicants.

12. **Bhakta Kavi Narsinh Mehta University, Junagadh reserves all rights whether to fill up or not, any or all the vacancies advertised and also to make any amendments/modifications regarding eligibility criteria and required experiences and other provisions as per Government of Gujarat rules and Gujarat Public Universities Act-2023 and Gujarat Public Universities Uniform Statutes-2024 of the University.**
13. Application should be submitted as per given online proforma only. Incomplete/without attaching necessary testimonials/without online payment of prescribed fees or application received after last date would be rejected.
14. Candidate should possess the required educational qualifications on the prescribed last date of online submission of application. **No updates/additions will be entertained after the last date of submission of the online applications.**
15. Any Corrigendum / Addendum for any further information and or update shall be uploaded only on the website of the BKNMU, Junagadh.
16. The University reserves the right to short-list the candidates on the merit-based/aptitude test/written test criteria or any other method for the purpose of inviting the candidates for interview. The decision of Bhakta Kavi Narsinh Mehta University with regard to the process of selection shall be final and binding to the candidates.
17. A salary certificate for the month of **November, 2025** showing pay scale, Grade Pay, D.A. and other allowances being paid by your Institution/Office/Firm should be enclosed with the application form and also be produced at the time of interview for salaried person, if already employed.
18. The appointment of the selected candidate on Fixed Pay for the post of Junior Clerk on regular basis shall be subject to the Terms and conditions laid down by the state Government Resolution dated 16/02/2006 & 28/03/2016 and their amendments from time to time by Government of Gujarat. Recruitment of Non-teaching/Administrative post shall be as per Resolution No. KhRCh/2002/57/(Part-4)/z.1, dated 18-10-2023 of Finance Department, Government of Gujarat on fixed pay for the first five years and its amendments from time to time.
19. The reservation for Persons with Disabilities will be as per the existing policy of Government of Gujarat.
20. Candidates belong to Scheduled Caste, Scheduled Tribe, Socially and Economically Backward

Class, Economically Weaker Sections should submit a Self-Attested Copy of Valid Caste Certificate specifically mentioning Creamy Layer-Exclusion in the format prescribed by Government of Gujarat.

21. Age relaxation will be provided as per the existing Government of Gujarat rules.
22. Candidates in their own interest are advised to visit University website: www.bknmu.edu.in regularly for updates.
23. The University shall verify the antecedents or documents submitted at any time, at the time of appointment or during the tenure of the service. In case, it is found that any document submitted is fake or the candidate has clandestine antecedents/background and has suppressed the said information, his/her services shall be terminated forthwith.
24. Candidates already in employment in University, Educational Institutions, Government Establishments and Organizations should forward their applications (hardcopy) through proper channel. In case the applicant is in service and delay is expected in getting endorsement of the concerned employer on the original application, the applicant may submit advance copy of the application along with all the enclosures directly (without the employer's endorsement on the advance copy). If the original application through proper channel has not been received on or before last date mentioned, the applicant will have to submit a 'NO OBJECTION CERTIFICATE' from his/her employer to the University at the time of interview
25. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issuance of appointment letter and/or after appointment, the University reserves the right to modify/withdraw/cancel any communication made to the candidates.
26. Age of superannuation for all the positions shall be as per Govt. of Gujarat norms.
27. Call letters and other correspondence for attending the interview/Written Test, etc., will be sent to the eligible candidates by email only or will be displayed on university website. So, candidate should write his/her email ID very carefully.
28. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the Vice-Chancellor, Bhakta Kavi Narsinh Mehta University, Junagadh in all matter relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of examination/ interview will be final and no query or correspondence will be entertained in this connection from any individual or his/ her agency.
29. No T.A./D.A. will be paid to the candidate to attend written test/ interview.
30. Canvassing of any kind will not be tolerated and it will disqualify the candidature.

31. In case of any dispute, any sue or legal proceeding by or against the University, Courts within whose local Jurisdiction, Headquarter of the University is situated shall have the Jurisdiction.
35. Candidates shall enclose self-attested copies of certificates towards the evidence of Age, Educational Qualifications, Caste, Physical Disability, Experience, etc. with the applications without fail.
36. The candidate should produce formula/method of calculation of percentage where percentage of marks is not given by the University.
37. Applicants awarded degrees by Foreign Universities, shall be required to submit Equivalence Certificate issued by Association of Indian University/UGC, New Delhi. The University reserves the right to require Equivalence Certificate for various degrees from any of the applicant.
40. The prescribed qualifications are minimum and the mere fact that a candidate possesses the same will not entitle him/her for being called for interview.
41. The University reserves the right: a) To withdraw the advertisement either partly or wholly at any time without assigning any reason to this effect. b) To fill or not to fill up some or all the posts advertised for any reasons whatsoever. c) To increase/decrease the number of posts after due procedure as per directions of GoG from time-to-time d) Any edition/deletion and changes in matter of terms and conditions given in this notification of recruitment, as directed by concerned authority GoG/UGC from time to time.
42. The University will not be responsible for any loss of e-mail, loss of any communication due to wrong address provided by the candidates.
43. Fake/Derecognized Institutions: Candidates, who have obtained degrees or diplomas or certificates for various courses from any Institution declared fake/derecognized by the University Grants Commission, New Delhi shall not be eligible for being considered for recruitment to the posts advertised.
56. In case of tie in the final merit list score in written test, appropriate policy decided by the university shall be employed. And in case of any discrepancy in the above-mentioned guidelines, the decision of the university shall be considered as final.
57. For any query regarding technical support, contact: 079-23238887 or support@gipl.net and recruitment@bknmu.edu.in for other queries.

Junagadh

Date: 19/12/2025

Sd/-

Registrar

CHECKLIST OF DOCUMENTS ENCLOSED

List of Documents to be Attached in self attested copy (Applicants are required to maintain the Serial No. in the below mentioned order): (ઢીઝુ ડડઢઢ ઢસ્ટઢઢઢઢ જોડી ડઢઢ ઢ. ઢઢઢઢ)

Candidate's Name :

Post applied for :

Applied Post Category:

Sr. No.	Documents (submit self-attested copies only)	Page No. (From__to)
1	Duly filled Online Application Form	
2	Annexure – I “Check List”	
3	Annexure – II “ENDORSEMENT BY THE EMPLOYER”	
4	Certificate of Disability (PwD_Blind, Low Vision)	
5	School Leaving Certificate	
6	Caste Certificate for SC/ST/SEBC/EWS category – if applicable. Non-creamy layer certificate for SEBC Category	
7	Std.10th (SCC) Marksheet	
8	Std.12th (HSC) Marksheet	
9	Bachelor's Degree Marksheet	
10	Bachelor's Degree Certificate	
11	Master's Degree Marksheet	
12	Master's Degree Certificate	
13	NET / JRF / SLET / SET / Equivalent Certificate(s)	
14	Ph. D. Degree Notification	
15	Ph. D. Degree Certificate	
16	All Experience Certificate (Starting from Latest)	
17	Other relevant documents	

Signature of Candidate

(Letter Head of the Institute)

Annexure - II

To,
Registrar
Bhakta Kavi Narsinh Mehta University
Government Polytechnic Campus
Bhakta Kavi Narsinh Mehta University Road
Khadiya, Junagadh-362263 (Gujarat)

Endorsement by the Employer

(In case of in-service candidates, the application must be endorsed / forwarded by the Head of the Department / Employer, failing which application is liable to be rejected.)

The applicant Dr. / Mr. / Mrs /Ms. _____ who has submitted this application for the post of _____ at the Bhakta Kavi Narsinh Mehta University, Junagadh, has been working in this organization namely _____ as _____ (name of the designation), in a temporary / contract / permanent capacity with effect from _____ to _____ in the Pay Scale of _____ and Pay Level of _____. He/She is drawing a basic pay of _____ and gross salary _____. His/Her next increment is due on _____. Further, it is certified that no disciplinary / vigilance case has ever been held or contemplated or is pending against the said applicant. There is no objection to his/her application being considered by the Bhakta Kavi Narsinh Mehta University, Junagadh.

(Signature of the Forwarding Officer with Seal)

Place:

Name:

Date:

Designation: