



SHRI LAL BAHADUR SHASTRI NATIONAL SANSKRIT UNIVERSITY
(Central University)

B-4, Qutab Institutional Area, New Delhi-110016

Advt. No. 01/2026

Applications are invited by online mode from eligible candidates for recruitment to the following non-teaching posts:-

S.No.	Name of the Posts	No. of post	UR	SC	ST	OBC	EWS	PWBD
1.	Deputy Registrar (Pay Level- 12)	01	01					
2.	Assistant Registrar (Pay Level-10)	01	01					
3.	Section Officer (Pay Level-7)	01	01					
4.	Research-Cum- Statistical Officer (Pay Level-7)	01	01					
5.	Assistant Programmer (Pay Level-7)	01	01					
6.	Assistant- (Pay Level-6)	01	01					
7.	Personal Assistant (Pay Level-6)	01	01					
8.	Laboratory Assistant (Pay Level-4)	01	01					
9.	Stenographer (Pay Level-4)	03	02			01		
10.	Lower Division Clerk (Pay Level-2)	07	04		01	01	01	
11.	Staff Car Driver (Pay Level-2)	01	01					
12.	Pump Operator (Pay Level-2)	01	01					
13.	Library Attendant (Pay Level-1)	03	01			01	01	

14.	Multi-Tasking Staff (Group- C) (Pay Level-1)	08	05				03	
15.	Laboratory Attendant (Pay Level-1)	01						01 (Blindness and Low Vision)

The eligibility criteria, along with detailed terms and conditions of recruitment, can be downloaded from the website "www.slbsrsv.ac.in". Interested candidates may submit their applications online through the Samarth Recruitment Portal at <https://slbsrsvnt.samarth.edu.in/>.

The candidates are required to submit their applications and pay the requisite fee (only through online mode) as under:-

S.No.	Group	Fees
1.	Group A	Rs. 2000/- (Rs. 1000/- for SC/ST/Women/OBC/EWS) The PwBD candidates are not required to deposit any fee.
2.	Group B & C	Rs. 1000/- (Rs. 500/- for SC/ST/Women/OBC/EWS) The PwBD candidates are not required to deposit any fee.

Any corrigendum/addendum shall be posted only on the university website. **The closing date for submission of a duly filled-in online application, along with supporting documents, is 21.05.2026 until 6 p.m.**


REGISTRAR

NON-TEACHING:

1.	Deputy Registrar (Group A) (01-UR)-Pay Level -12	Essential Qualifications: i. Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed. ii. Five years of experience as Assistant Registrar or in equivalent post in the Pay Level 10 and above. Age limit: 50 years
2.	Assistant Registrar (Group A) (01-UR)-Pay Level -10	Essential Qualifications: i. Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed. ii. The appointment under direct recruitment shall be made through an All India open competition by conducting a written test and interview. Age limit: 40 years
3.	Section Officer (Group-B) (01-UR)- Pay Level -07	Essential Qualifications: i. A Bachelor's Degree in any discipline from any recognised Institute/ University. ii. Three Years' Experience as Assistant in the Level 6 or eight years as UDC in Level 4 in any Central / State Govt./ University/ PSU and other Central or State Autonomous Institutions or holding equivalent positions in any reputed Private companies/ bank with annual turnover of at least Rs.200/- Crores or more. iii. Proficiency in Computer Operation, noting and drafting Age limit:- 35 years
4	Research cum Statistical Officer (Group-B) (01-UR)- Pay Level -07	Essential Qualification: i. Master's degree in Statistics/Mathematics/Applied Statistics ii. 03 years' experience in collection, compilation, tabulation, analysis & interpretation of statistical data in a Central/State Govt., PSUs/Statutory Bodies/ Autonomous Organizations Age limit:- 35 years

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5.	Assistant Programmer (Group-B) (01-UR)- Pay Level -07	Essential Qualification: i. B.E./B.Tech. in Computer Science & Engineering/Electronics Engineering. OR M.C.A./M.Sc. in Computer Science ii. 02 years programming experience in languages like C/C++/JAVA, etc., databases: MySQL/ORACLE with PHP, etc. Foundations and practices under WINDOWS/LINUX/UNIX platforms from a recognised Public/PSU. Age limit:- 35 years
6.	Assistant (Group-B) (01-UR)- Pay Level -06	Essential Qualifications: i. Bachelor's Degree from a recognised University / Institution. ii. Three Years of experience as UDC or equivalent in the Level 4 in Central/ State Government/ University/ PSU and other Central / State Autonomous Bodies or equivalent pay package in the reputed private Companies/ corporate banks with a minimum annual turnover of at least Rs. 200/- Crores or more. iii. Proficiency in Typing, Computer applications, noting and drafting. Age Limit - 35 Years
7.	Personal Assistant (Group-B) (01-UR)- Pay Level -6	Essential Qualifications: i. A Bachelor's Degree in any discipline from any recognised Institute/ University. ii. Proficiency in Stenography in English or Hindi with a minimum speed of 100wpm. iii. Proficiency in Typing in English or Hindi with minimum speed of 35 / 30 wpm respectively. iv. Knowledge of Computer Applications. v. Two years experience as Stenographer or equivalent in Central State Govt. Organisations / University Research Institution or Central / State autonomous Institution/reputed private institutions having a turnover 200 Crores. Desirable: Proficiency in English and good communication skills. Skill Test Norms on Computer: Dictation: 10 minutes @ 100 w.p.m. Transcription: 40 minutes English/55 minutes Hindi Age limit: 35 Years

8.	Laboratory Assistant (Group-C) (01-UR) - Pay Level - 4	Essential Qualifications: i. Shiksha Shastri/ Bachelor's Degree in Education (B.Ed)/Bachelor's/ Degree in Psychology from a recognized University. ii. Two years experience of Laboratory works in the Department of Education of any Central/ State Government Organization/Universities or any other organization of repute with annual turnover of atleast Rs. 200 crores or more. iii. Knowledge of computer Age Limit: 32 years
9.	Stenographer (Group-C) (02-UR, 01-OBC)- Pay Level - 4	Essential Qualifications: i. A Bachelor's Degree in any discipline from any recognised Institute/ University. ii. Proficiency in Stenography in English or Hindi with a minimum speed of 80wpm. iii. Proficiency in typing in English or Hindi with a minimum speed of 35 / 30 wpm, respectively. iv. Knowledge of Computer Applications. Desirable Qualifications: Proficiency in English and good communication skills. Skill Test Norms on Computer: Dictation: 10 minutes @ 80 w.p.m. Transcription: 50 minutes English/65 minutes Hindi Age Limit: 32 years
10.	Lower Division Clerk (Group-C) (04-UR, 01-ST, 01-OBC, 01-EWS) - Level -2	Essential Qualifications: i. A Bachelor's Degree from any recognized Institute/ University. ii. English Typing @ 35 wpm OR Hindi Typing @ 30 wpm(35wpm and 30wpm correspond to 10500KDPH/ 9000KDPH on an average of 5 Key depressions for each work). iii. Proficiency in Computer Operations. Age Limit: 32 Years

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11.	Staff Car Driver (Group-C) (01-UR)- Pay Level -2	Essential Qualifications : i. 10th Pass from any recognised Board ii. Possession of a Valid Commercial Driving License for Light/ Medium/ Heavy Vehicles issued by the Competent authority having no adverse endorsement iii. Knowledge of motor mechanism (the candidate should be able to remove minor defects in vehicles). iv. Experience of driving motor vehicles for at least 05 years in an organization Age limit:- 32 years.
12.	Pump Operator (Group-C) (01-UR)- Pay Level -2	Essential Qualifications: Certificate in the trade of Electrician/Wireman / Fitter / Farm Equipment Operator with three years' experience in operation, repair and maintenance of Pump/Tube-well. OR Matriculation with 5 years' experience in the above trades. Must be able to read simple drawings and follow the instructions given in the manual/catalogue. Age Limit:- 32 Years
13.	Library Attendant (Group-C) (01-UR, 01-OBC, 01 EWS) - Pay Level -1	Essential Qualifications: i. 10+2 or its equivalent examination from a recognized Board. ii. Certificate course in Library Science from a recognized Institution. iii. One year experience in a University/ College/ Educational Institution Library. iv. Basic knowledge of computer applications. Age Limit:- 32 Years
14.	Multi-Tasking Staff (Group-C) (05-UR, 03- EWS)- Pay Level -1	Essential Qualification: 10 th Pass from any recognized State/ Central School Board OR ITI Pass. Age limit:-32 years

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15.	Laboratory Attendant (Group-C) (01-PwBD-Blindness and Low Vision)- Pay Level -1	Essential Qualification: 10+2 with Science stream from any recognized Central/State Board OR 10 th Pass from any recognized Central/ State Board with Science as one of the subjects and skill certificate programme in Laboratory Technology. Age limit:-32 years.
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General Terms And Conditions Of Recruitment:

1. Application Form:

- a) The candidate is required to submit his/her application and pay the requisite fee of Rs. 2000/- (Rs. 1000/- for SC/ST/Women/OBC/EWS) for Group A and Rs. 1000/- (Rs. 500/- for SC/ST/Women/OBC/EWS) for Group B & C through online mode only. The PwBD candidates are not required to deposit any fee. The relaxation in payment of application fees may be granted to the reserved categories on submission of a valid certificate of the category. **The candidates who had applied for the non-teaching posts against Advt. No.02/2023 is required to apply afresh. However, the application fees will be refunded as per rule. In case of any technical difficulty in submitting the application form online, the candidates may contact the University's Computer Centre at the given telephone numbers. 011-46060645, 46060630.**
 - b) **LAST DATE OF RECEIPT OF APPLICATION:** The last date of receipt of a duly filled- in application (by online mode only) is 21.05.2026 until 6 p.m., which may be extended by the competent authority depending upon the exigency of the situation. Notification to this effect will be placed on the website of the University only, and the candidates are advised to visit the website- www.slbsrsv.ac.in of the University on a regular basis in this regard.
 - (c) The candidates who are already in service shall submit the employer certificate and vigilance clearance report duly filled and signed by the current employer in the enclosed format as annexed at **Annexure-I**.
 - (d) The University shall not be responsible for any delay due to slow internet, bandwidth, or related issues. It shall be the responsibility of the applicants to submit their applications well within the time limit and not wait until the last hours of the closing date.
 - (e) Incomplete applications, applications submitted without required documents, and applications submitted after the closing date and time shall be summarily rejected, and no communications shall be made in this regard by the university.
 - (f) It is the responsibility of the applicants to check their email regularly, as information regarding the test/interview/skill test schedule will be communicated only via email to the email address provided by the applicants in their application form. The University shall follow no other/separate means of communications in this regard.
 - (g) It shall be the responsibility of the candidate to ensure that he is eligible for the post and submit the application duly filled-in, along with the desired information sought therein and also provide documents and other supporting materials accordingly. Suppression of factual information, supply of any fake document, providing false or misleading information or any other undesirable action by the candidate may lead to cancellation of his candidature and also termination of his services if it comes to the notice of the employer at a later stage.
2. The candidate should upload the self-attested copies of all certificates relating to his educational qualifications, experience, age, caste and other testimonials along with his application. In case the application of any applicant is not supported by the desired enclosures including certificates, mark sheets, his/her candidature shall be summarily

rejected and no correspondence shall be entertained thereafter. **Category/Caste certificate by candidate seeking reservation as SC/ ST/ OBC/PwBD, should be submitted in the prescribed proforma from the competent authority indicating clearly the candidate's Category/Caste, the Act/ Order under which the Category/Caste is recognized as SC/ ST/ OBC/PwBD and the village/ town the candidate is ordinarily a resident of as the case may be.**

3. In case of OBC, a declaration in the prescribed format (**Annexure-II**) by candidate seeking reservation as OBC, that he/she does not belong to the creamy layer on the crucial date, in addition to the community certificate (OBC). Unless specified otherwise, the prescribed closing date for receipt of Online Recruitment Application for the post is to be treated as crucial date.
4. As per the OM No.36039/1/2019-Estt (Res) dated 31.01.2019 of the DoPT, Govt. of India, the benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority. The Income and Asset Certificate issued 'by any one of the following authorities in the prescribed format as given in Annexure-I of the above-mentioned OM dated 31.1.2019, shall only be accepted as proof of candidate's claim as 'belonging to EWS: - (i) District Magistrate/Additional District Magistrate/ Collector/ Deputy Commissioner/Additional Deputy Commissioner/ 1st Class Stipendiary 3 Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate! Executive Magistrate/ Extra Assistant Commissioner (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate (iii) Revenue Officer not below the rank of Tehsildar and (iv) Sub-Divisional Officer or the area where the candidate and/or his family normally resides.
5. Relaxation in age, experience, qualifying marks, etc., may be granted to the candidates belonging to the Schedule Caste/Schedule Tribes/OBC/PwBD or any other reserved category for reserved posts as per the UGC/Govt. of India guidelines. A certificate to this effect issued from the competent authority should be attached with the prescribed application form. Wherever a relaxation of qualification, including percentage of marks, is permitted under the UGC/Govt. of India guidelines, such relaxation shall also be considered in appropriate cases subject to recommendations of the Screening Committee.
6. The relaxation in age shall also be given in respect of the following categories as mentioned against each:

S.No.	Category of Persons	Extent of age relaxation
1.	Regular Employees of the Central Government/State Government/ Central Universities/UGC maintained Deemed to be Universities/ other Central/State Autonomous Bodies/Organisations/Institutions.	As per Government of India rules.
2.	Ex-Servicemen	

The upper age limit for appointment of Group 'C' posts is relaxable for Group 'C' and erstwhile Group 'D' departmental candidates up to 40 years in case of General candidates and 45 years in case of candidates belonging the SC/ST who has rendered three years continuous regular service in university in accordance with the instructions or orders issued by the Govt. of India.

The crucial date for determining the age and eligibility shall be the closing date of the application.

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7. Mere possession of eligibility conditions shall not entitle a candidate to be called for the written test/interview. The date for determining the eligibility of all candidates in every respect shall be the closing date as prescribed in the advertisement for receipt of the applications. In other words, no candidate shall be called for written test/interview if he does not possess the minimum qualification and experience etc. as on the closing date of the application for a particular post.
8. (i) The University reserves the right to fill or not to fill up the posts advertised for any reasons whatsoever.
 (ii) The University reserves the right to withdraw the advertisement either partly or wholly at any time without assigning any reason to this effect.
 (iii) The University reserves the right to reject any application without assigning any reason thereof.
 (iv) If any advertisement for any post(s) is withdrawn due to whatever reasons, the application fee or any other fee collected from the candidates shall be refunded.
9. (i) Interim enquiries shall not be entertained.
 (ii) 'CANVASSING IN ANY FORM SHALL DISQUALIFY THE CANDIDATURE OF THE CANDIDATE'
 (iii) Applicants are required to apply on separate form for each post
10. Notwithstanding anything mentioned above, the candidature of the candidate(s) applied against posts in response to the advertisement of the University or the persons to be appointed against any post shall be governed by the provisions of Central Sanskrit Universities Act, 2020 and Statutes, Cadre Recruitment Rules for appointment on Non-Teaching and other Academic Posts, 2025 of the University as amended from time to time and resolutions of the Executive Council and rules of the Govt. of India/Guidelines of the UGC (wherever applicable) as amended from time to time
11. The guidelines of the UGC and Government of India rule with regard to the reservation and relaxation, if any, as applicable for various categories etc., shall be followed in letter and spirit.
12. The candidature shall be liable to be cancelled at any stage of recruitment if it is found at any stage that the candidate is not meeting the eligibility requirements as per CRRs and or the information provided is found to be incorrect or wrong.
13. Examination Pattern and syllabus: The University shall hold the written test and interview for the posts of Deputy Registrar and Assistant Registrar, and for all Group B and C posts, written and concerned skill tests shall be conducted.

The University shall conduct a single written test comprising objective-type and descriptive questions. The written test shall comprise Reasoning Ability, Arithmetic, General Knowledge, language proficiency in English and Hindi, and Domain knowledge of the concerned posts and carry 200 marks. The minimum qualifying marks for the written test shall be 50%. Only such candidates shall be called for the interview and skill test who have qualified in the written tests by securing 50% marks.

Skill tests based on the job requirements for the concerned Group B and C posts shall be conducted by the University for those candidates who have qualified in the written test. Skill test shall be of a qualifying nature, and the minimum qualifying marks for the skill test shall be 50%.

14. Any corrigendum/addendum or any other related information relating to recruitment shall be posted on the website "www.slbsrsv.ac.in" of the University only for which the candidates are required to be in constant touch with the website of the University.
 15. Typographic error or anomaly, if any in the advertisement No.01/2026, shall be rectified as per rule.
 16. *In case of any grievance of any candidate, the candidate may also approach the Vice-Chancellor/ Registrar of the University in writing for redressal relating to the recruitment sufficiently in advance.*
 17. For detailed provisions relating to the recruitments, the candidates are required to go through Cadre Recruitment Rules for appointment on Non-Teaching and other Academic Posts, 2025, which are available on the websites of the University.
 18. **Territorial Jurisdiction:** In case of any disputes, the territorial jurisdiction for adjudication shall be Delhi only.
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Annexure-I**CERTIFICATE OF THE EMPLOYER**

This is to certify that applicant Dr./Mr./Ms.....who has submitted the application for the post of.....in Shri Lal Bahadur Shastri National Sanskrit University, New Delhi, is in employment as..... in a permanent capacity with effect from to in the Scale of Pay/Pay Level/AGP/APL He/ She is drawing a basic pay of Rs. His/ Her next increment date 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. The integrity of the officer is also certified. No Major/Minor penalties have been imposed during the last 5 years. The institution/department has no objection, if the candidature of Mr./ Mrs..... for the post of.....is considered by Shri Lal Bahadur Shastri National Sanskrit University, New Delhi and in case of his/her selection, he/she will be relieved to join the University as per rules.

Signature:.....

Dated:.....

Name of Head of
Institution/Organization

Seal/Stamp:.....

Tel./Mobile No.:.....

SIGNATURE OF CANDIDATE

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Annexure-II**Form of declaration to be submitted by the OBC candidate (in addition to the community certificate)**

I Son/daughter of Shri.....resident of village/town/city.....district.....state.....hereby declare that I belong to the.....community which is recognized as a backward class by the Government of India for the purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No 36102/22/93-Estt. (SCT) dated 8-9-1993. It is also declared that as on closing date, I do not belong to persons/sections/sections (Creamy Layer) mentioned in column 3 of the Schedule to the above referred Office Memorandum dated 8-9-1993, O.M. No. 36033/3/2004-Estt. (Res.) dated 9th March, 2004 and O.M. No. 36033/3/2004-Estt. (Res.) dated 14th October, 2008.

Signature:.....

Full Name:.....

Address:.....