

Scheme of Recruitment for the Post of Career Advisor

Salary Code : U-AS 2 (1)

Salary Scale : Rs. 25145 - 3 x 585 - 26900 (EB) 28655 - 13 x 585 - 36260 p.m.

PROVIDENT FUND AND PENSION FUND

Permanent employees of the University are required to contribute 10% of their monthly salary to the Universities Provident Fund; the University in turn contributes a sum equivalent to 15% of their monthly salary of which 8% will be credited to the University Pension Fund, 7% to the Universities Provident Fund (UPF) and 3% to the Employees Trust Fund (ETF).

In addition, you will be paid the cost of living allowance.

Qualifications:

Graduate of a recognized University with four years experience in the field of Student affairs. (Applicants with postgraduate qualifications in the area of Counselling and / or experience in Career Guidance activities will be given preference).

Efficiency Bar

The following requirements should be fulfilled for the efficiency bar on completion of four years of service from the date of appointment and having earned all three annual increments.

- (i) Obtain a postgraduate qualification in an area related to counseling
And
- (ii) Obtain good record on service during the four year period.

Provident Fund & Pension Benefits

10% and 7% of the salary by the employee and employer respectively will be credited to the University Provident Fund. 8% of the salary will be credited to the University Pension fund by the employer.

Employees Trust Fund Benefits

03% of the salary by the employer.

