



TAMIL NADU AGRICULTURAL UNIVERSITY

Coimbatore - 641 003, Tamil Nadu

INFORMATION AND INSTRUCTIONS TO CANDIDATES

Instructions to the candidates sponsored by the Deputy Director, Professional and Executive Employment Office, Chennai for applying the post of Assistant Engineer (Civil / Mechanical / Electrical) through online mode in the TNAU website www.ae.tnausms.in

Name of the Post	Number of vacancies	Scale of Pay
ASSISTANT ENGINEER (Civil / Mechanical / Electrical)	AE (Civil) – 5 Nos. AE (Electrical) – 1 No. AE (Mechanical) – 2 Nos.	Level : 20 Rs.37,700 – 1,19,500/- p.m.

i)	The candidates are requested to submit the applications through online, Applicants can print / save their application in PDF Format.
ii)	The candidates are requested to send a copy of the printed application along with attested copies of the academic certificates and Demand Draft Rs. 500/- for SC / SC(A) / ST category and Rs.750/- for others (the Demand draft should be drawn from any branch of State Bank of India only payable at TNAU Branch, Coimbatore) in favour of <u>The Comptroller, TNAU, Coimbatore</u> and dated not earlier than 01.03.2018 to the following address. The Registrar, Tamil Nadu Agricultural University, Coimbatore – 641 003 by Registered post with acknowledgment due or by courier mail or in person and the envelope containing the applications should be superscribed on the left corner as "Application for the post of Assistant Engineer" before 5.00 p.m. on <u>15.03.2018</u> .
iii)	Concession in the matter of fees allotted to SC, SC(A) and ST categories of person has to produce evidence for such claim.
iv)	The candidates belonging to the Tamil Nadu State alone will be eligible for applying the above post.
v)	Online application can be submitted up to 13.03.2018 till 05.00 p.m. , after which the link will be disabled
vi)	Last date for the receipt of completed (printed) application through post is 15.03.2018 by 5.00 p.m. and the applications received after the due date will not be considered.

1. DISTRIBUTION OF VACANCIES

COMMUNAL ROTATION	ASSISTANT ENGINEER							
	CIVIL			ELECTRICAL		MECHANICAL		
	G	W	TOTAL	G	TOTAL	G	W	TOTAL
GT-P	1	-	1	1	1	1	-	1
SCA-P	-	1	1	-	-	-	1	1
MBC/DNC-P	1	-	1	-	-	-	-	-
BC-P	1	-	1	-	-	-	-	-
GT-NP	-	1	1	-	-	-	-	-
Total			5	Total	1	Total		2

The rule of reservation of appointments is applicable to this post. The distribution of vacancies will be filled up as per the communal rotation as ordered by the Government of Tamil Nadu.

2. EDUCATIONAL QUALIFICATION (as on 31.01.2018)		
Sl. No.	Name of the post	Qualification
1.	AE (Civil)	<ol style="list-style-type: none"> 1. B.E degree in Civil Engineering (or) its equivalent examination approved by the recognized University. 2. Must have experience for three years in the relevant field in any Government University, Government or Public Sector Institutions on casual / contractual / temporary basis. 3. Must possess adequate knowledge in Tamil.
2.	AE (Electrical)	<ol style="list-style-type: none"> 1. B.E degree in Electrical Engineering (or) its equivalent examination approved by the recognized University. 2. Must have experience for three years in the relevant field in any Government University, Government or Public Sector Institutions on casual / contractual / temporary basis. 3. Must possess adequate knowledge in Tamil.
3.	AE (Mechanical)	<ol style="list-style-type: none"> 1. B.E degree in Mechanical Engineering (or) its equivalent examination approved by the recognized University. 2. Must have experience for three years in the relevant field in any Government University, Government or Public Sector Institutions on casual / contractual / temporary basis. 3. Must possess adequate knowledge in Tamil. <p>Note: A copy of the relevant G.O. for the equivalent examination to B.E. (Civil /Electrical / Mechanical Engineering) should be produced.</p>
<p>Note :</p> <ul style="list-style-type: none"> ▪ The qualification prescribed for this post should have been obtained by passing the required qualification in the order of studies i.e., 10th, + HSC / Diploma + UG Degree. ▪ The candidate possessing the Degree obtained from the open universities without passing SSLC and H.Sc., are not eligible for this post. 		

3.	(a) AGE LIMIT (as on 31.01.2018)	Minimum Age(Should have completed)	Maximum Age
i.	SCs, SC(A)s, MBC/DNCs, BCs	18 years	No Age limit
ii.	Others [<i>i.e.</i> , candidates not belonging to S SCs, SC(A)s, MBC/DNCs, BCs]	18 years	30 years
4.	PAY	Level – 20 : Rs.37,700 – 1,19,500/- p.m. 1. The Pay carries DA, HRA, CCA and Medical Allowance as admissible at the rates in force from time to time. 2. Appointees will be governed by the Contributory Pension Scheme only	
5.	SELECTION PROCESS	1. Selection will be made on the basis of Written Examination in OMR format. 2. Based on the marks obtained in the written examination, the final shortlisted candidates will be called for certificate verification and oral interview to be conducted at TNAU Main campus, Coimbatore 3. The applicants who have not appeared either for written examination will not be considered for further process.	
6.	EXAMINATION	(i) Call letters will be sent to the eligible candidates for appearing to the written examination. (ii) Written examination will be of objective type using OMR sheets Note: Applicants should appear for the written examination, Certificate Verification and personal interview at their own expenses.	
7.	SCHEME FOR WRITTEN EXAMINATION		

S. No.	Subject	Max. marks	Minimum Qualifying Marks		Duration of Exam.
			SC / SCA	Others	
1.	Written examination (Degree standard)				2 hrs.
a)	Subject paper – 70 questions	70	30	35	
b)	General Studies paper (Degree standard) – 15 questions	15			
c)	Aptitude and Mental ability –15 questions	15			
2.	Interview and records	25			
	[*The split up marks for 25: Academic marks: 10, Experience: 5 and personal interview: 10].				
	Subject papers (Civil / Electrical / Mechanical Engineering) will be in degree standard				
	Note: The Syllabi for the General Studies paper are available in the TNAU website: www.ae.tnausms.in				

8.	GENERAL INFORMATION
A.	The rule of reservation of appointments is applicable to this post. The distribution of vacancies will be as per rules in force.
B.	The candidates belonging to the priority categories should produce the relevant proofs obtained from the Government officials concerned
C.	The number of vacancies advertised is only approximate and is liable to modification with reference to vacancy position at any time including reduction before finalization of selection.
D.	Reservation for "Destitute Widows" and Ex-Servicemen" will not apply to this recruitment.
E.	If no qualified and suitable women Applicants are available for selection against the vacancies reserved for them, those vacancies will be filled by male Applicants belonging to the respective communal categories.
F.	If suitable eligible and sufficient number of candidates are not available in the priority categories, candidates from the non-priority categories will be considered for these posts as per G.O. Ms. No. 541, P & AR (PER.R) dated 21.09.1989.
G.	Even after filling up of the vacancies reserved for SC Arunthathiyars on preferential basis, if more number of qualified Arunthathiyars are available, they shall be entitled to compete with the Scheduled Castes other than Arunthathiyars in the inter-se merit among them and if any post reserved for Arunthathiyars remain unfilled for want of adequate number of qualified Applicants, it shall be filled up by Scheduled Castes other than Arunthathiyars.
H.	Evidence for claims made in the online application should be submitted in time when called for the documents. Any subsequent claim made thereafter on submission of online application will not be entertained.
I.	Correct and True information regarding arrest, convictions / debarment / disqualification by any recruiting agency, criminal or any disciplinary proceedings initiated / pending or finalized, participation in agitation or any Political Organization, candidature in election for Parliament/State Legislature/Local Bodies etc., if any, should also be furnished to the Commission at the time of application i.e., the details thereof, originals of the Judgement, order or G.O dropping further action in Departmental proceedings or any document that may prove the suitability of such Applicants for a Government appointment in such cases must be produced at the stage / time of Certificate Verification without fail.
J.	Applications containing wrong claims relating to category of reservation / other basic qualification / eligibility / age / communal categories / educational qualification / physical qualification and other basic eligibility criteria will be liable for rejection. In such cases the fees paid by the candidates for this post will not be refunded.
K.	Applications without the original signature of the candidates will be summarily rejected.
L.	Tamil Nadu Agricultural University will not be responsible for any consequences arising out of furnishing of incorrect and incomplete details in the application or omission to provide the required details in the application forms.
M.	The selection for appointment to the above said post is purely provisional subject to final Orders on pending Writ Petitions, if any, filed at Madras High Court and Madurai Bench of Madras High Court.
N.	No Objection Certificate obtained from appropriate authority shall be produced at the time of Certificate Verification. Failure to produce at that time, the application will be rejected.
O.	Any violation of this instruction will be liable for / end in rejection of application and forfeit his/her candidature.

9.	OTHER IMPORTANT INSTRUCTIONS
	a) Applicants are not allowed to bring Pager, Cellular Phone, Watches and Ring with inbuilt, Memory Notes etc., or any other Electronic device and Non electronic devices such as P&G Design Data Book, Books, Notes, Hand Bags to the examination hall / room on the date of examination.
	b) If they are found to be in possession of any such thing or instrument they will not be allowed to write the examination further, besides invalidation of answer paper and / or debarment. If it is considered necessary they will be subjected to thorough physical search including frisking on the spot.
	c) Do not bring into the Examination Hall any article such as books, notes, loose sheets, electronic or any other type of calculators, mathematical and drawing instruments, Log Tables, stencils of maps, slide rules, Text Books, rough sheets etc., <u>except the permitted writing material (i.e. Black ball point pen).</u>
	d) Applicants are advised in their own interest not to bring any of the banned items including Mobile Phones / Pagers to the venue of the examination, as arrangements for safekeeping cannot be assured.
	e) If any of their claim is found to be incorrect, it will lead to rejection / debarment.
	f) Unfair means strictly prohibited: No Applicant shall copy from the papers of any other Applicant or permit his papers to be copied or give or attempt to give or obtain or attempt to obtain irregular assistance of any description
	g) Conduct in Examination Hall: No Applicant should misbehave in any manner or create a disorderly scene in the Examination Hall or harass the staff employed by Tamil Nadu Agricultural University for the conduct of the examination. Any such misconduct will be severely viewed and penalised.
	h) For violation of Instructions to Applicants in any manner suitable penalty will be imposed as per the Instructions to Applicants or as deemed fit by Tamil Nadu Agricultural University.
	i) Applications containing wrong claims relating to category of reservation / other basic qualification/eligibility wise/age/communal categories / educational qualification / physical qualification and other basic eligibility criteria will be liable for rejection. In such cases the fees paid by the candidates for this post will not be refunded.
	j) Candidates must be Indian Nationals
	k) Short listed candidates should attend Certificate verification and interview at their own cost.
	l) The summoning of the candidate for interview conveys no assurance whatsoever that he / she will be recommended or selected or his/her conditions specified in the application will be accepted.
	m) TNAU reserves the right ethics to fill up (or) cancel the Notification published for recruit to the post of Assistant Engineer (Civil / Electrical / Mechanical).
	n) Any attempt by the candidate, either directly or indirectly to influence the Selection Committee or other authorities of the University will disqualify the candidate for the post.
	o) Candidates who are selected shall be liable for transfer to any other place within the jurisdiction of the University.
	p) The age of retirement is fifty eight years.
	q) The candidate should abide by the Act, Statutes and Regulations (ASR) of Tamil Nadu Agricultural University.
	r) The application form shall be filled in, complete in all respects, giving correct information. Defective and incomplete applications and those with wrong or false information will be summarily rejected.

	s)	Persons who are already working in the University / State / Central Government or any other organization should send their applications through proper channel. For delay in receipt of the applications through proper channel University will not be held liable.
	t)	Evidence of Degree / Community / Date of Birth / Nativity Certificate and other certificates and testimonials should be brought in original at the time of interview.
	u)	For detailed information applicants may refer Tamil Nadu Agricultural University website: www.ae.tnausms.in
11.	ENQUIRIES RELATED TO ONLINE APPLICATION	
	Contact : 0422 – 6611508 (Office of the Registrar – Recruitment Section, TNAU, Coimbatore)	
	<ul style="list-style-type: none"> ▪ Date and time of examination will be published later in the TNAU Website. ▪ Call letters will be sent to the eligible candidates through Post 	

Registrar i/c.