



Vide Notification No.F. SFAB/MLSU/2021-22 /724

Dated: 21.02.2022

**NOMENCLATURE, QUALIFICATIONS, DESIRABLE EXPERIENCE,
CATEGORY & CONTRACTUAL COMPENSATION OF SERVICE
CONSULTANTS**

Category A: Service Consultants for IT Support Services:

S. No.	Name of Service, Minimum Qualification, Desirable/Experience	Contractual Compensation Category
9.	Data Entry Assistance Services, Office Work, Computer Operating, Accounting, Purchase & Store Assistance with IT Services	J
11	Legal Assistant Services	I

Category D: Service Consultants for Laboratory, Library & Other Services

S. No.	Name of Service, Minimum Qualification, Desirable /Experience	Contractual Compensation Category
1.	Laboratory Assistance Services / Informatics Assistance Services	I

Category E : Service Consultants for Guest House/Tourism Programme Services :

S. No.	Name of Service, Minimum Qualification, Desirable /Experience	Contractual Compensation Category
3.	Cook Services/Kitchen Services	K
5.	Assistant Cook Services	N
6.	Kitchen Helper / Kitchen Masalchi Services	N

Category G : Service Consultants for Supporting Services :

S. No.	Name of Service, Minimum Qualification, Desirable /Experience	Contractual Compensation Category
1	(a) Peons & Class IV Services for Offices	O
2	(b) Sweeping & Cleaning Services	O

CONTRACTUAL COMPENSATION CATEGORIES FOR LEVEL 0 TO 4

S.No.	Level-0 Rs.	Level-1 Rs.	Level-2 Rs.	Level-3 Rs.	Level-4 Rs.	
	Category	Years <3	3 ≤ Years < 6	6 ≤ Years <9	9 ≤ Years <12	12 ≤ Years
1.	Category-A1	46000	50000	54000	58000	62000
2.	Category-A	27500	28500	29500	30500	31500
3.	Category-B	25000	26000	27000	28000	29000
4.	Category-C	22000	23000	24000	25000	26000
3.	Category-D	18000	19000	20000	21000	22000
4.	Category-E	16500	17500	18500	19500	20500
5.	Category-F	15400	16400	17400	18400	19400
6.	Category-G	15000	16000	17000	18000	19000
7.	Category-H	13800	14800	15800	16800	17800
8.	Category-I	12100	13100	14100	15100	16100
9.	Category-J	11000	12000	13000	14000	15000
10.	Category-K	9900	10900	11900	12900	13900
11.	Category-L	9400	10400	11400	12400	13400
12.	Category-M	8800	9800	10800	11800	12800
13.	Category-N	8300	9100	9900	10700	11500
14.	Category-O	7200	8000	8800	9600	10400
15.	Category-P	6900	7700	8500	9300	10100



OFFICE OF THE SELF FINANCING ADVISORY BOARD
MOHANLAL SUKHADIA UNIVERSITY
UDAIPUR-313001

Essential Qualifications & Contractual Compensation for various
Service Consultants

Category A : Service Consultants for IT Support Services :

S. No.	Name of Service, Minimum Qualification, Desirable/Experience	Contractual Compensation on Category	Contractual Compensation Category with Amount.
9.	<p>Data Entry Assistance Services, Office work, Computer Operating, Accounting, Purchase & Store Assistance with IT Services</p> <p>(a) Graduate with 1 year relevant experience. (b) "O" or Higher Level Certificate Course conducted by DOEACC under control of the Department of Electronics, Govt. of India</p> <p style="text-align: center;">OR</p> <p>Computer Operator & Programming Assistant (COPA) /Data Preparation and Computer Software (DPCS) Certificate organized under National / State Council of Vocational Training Scheme</p> <p style="text-align: center;">OR</p> <p>Diploma in Computer Science / Computer Applications from a University established by law in India or from an institution recognized by the Government</p> <p style="text-align: center;">OR</p> <p>Diploma in Computer Science & Engineering from a Polytechnic institution recognized by the Government</p> <p style="text-align: center;">OR</p> <p>Rajasthan State Certificate Course in Information Technology (RSCIT) conducted by Vardhman Mahaveer Open University, Kota under control of Rajasthan Knowledge Corporation Limited.</p> <p>Desirable: Experience of working in University will be preferred.</p>	J	J 11000/-
11.	<p>Legal Assistance services</p> <p>(a) Law Graduate</p> <p>Desirable: Two years working experience in a recognized institution in the relevant areas with basic knowledge of computer operating and M S Office. Experience of working in University will be preferred.</p>	I	I 12100/-

Category D: Service Consultants for Laboratory & Library Services

S. No.	Name of Service, Minimum Qualification, Desirable/Experience	Contractual Compensation Category	Contractual Compensation Category with amount.
1.	Laboratory Assistance Services/Informatics Assistance Services A. Science subjects, Graduate (with concerned discipline / subject) Desirable: Two years working experience in a recognized institution with basic knowledge of computer operating and M S Office.	I	I 12100/ -

Category E : Service Consultants for Guest House/Tourism Programme Services :

S. No.	Name of Service, Minimum Qualification, Desirable/Experience	Contractual Compensation Category	Contractual Compensation Category with amount
3.	Cook Services / Kitchen Services Should have passed 8th standard. Should have minimum 5years experience of working in a Good hotel, good knowledge of Cooking with knowledge of Tandoor.	K	K 9900/-
5.	Assistant Cook services Should have passed 8th standard. Should have minimum Three years' experience of working in a hotel. Good Cooking knowledge.	N	N 8300/-
6.	Kitchen Helper Services / Kitchen Masalchi Services Minimum VIII pass. Should have minimum 1 year experience of working in a good hotel. Knowledge of Roti Making, Cooking, cutting, cleaning and other things.	N	N 8300/-

Note:-

1. The Cook/Chef or Kitchen Services will be responsible for Breakfast, Lunch & Dinner.
2. For Guest house services 10% of the specified service category pay may be paid as extra time allowance for doing 4 hours extra duty per day in extraordinary cases, with boarding and loading in driver room or Room specified by guest house in-charge.

Category G: Service Consultants for Supporting Services:

S. No.	Name of Service, Minimum Qualification, Desirable/Experience	Contractual Compensation Category	Contractual Compensation Category
1.	<p>(a) Peons & Class IV Services for Offices Minimum VIII Class pass with reading knowledge of English and Hindi & Writing knowledge in Hindi. Desirable: Preference will be given to those who have work experience in the University. Relaxation: Persons working/worked in the University and having experience of University work and fulfill the required minimum qualifications will be given preference on the basis of experience in number of years. Relaxation: In minimum academic qualification will be given on the basis of experience in number of years to those who have passed up to V standard. Note: Persons who possess heavy/light duty Driving License and efficient in driving can be engaged/ assigned duty as Driver</p>	O	O 7200/-
2.	<p>(a) Sweeping / Cleaning Services Having basic knowledge of reading & writing.</p>		

MEMBER SECRETARY



**SELF FINANCING ADVISORY BOARD
MOHANLAL SUKHADIA UNIVERSITY, UDAIPUR-313001**

**Application Form for Service Consultant
(Fill one form for one service)**

01. Name of Service applied for :
02. Caste / Category :
SC/ST/OBC (Non-Creamy layer) MBC/EWS:
Name of the Authority issuing Caste Certificate:
Place of Issue:State:
03. Differently abled (PWD) :
04. Payment Method/Transaction ID:
Session ID...../IP...../Date...../Time

Photograph

Signature

Personal Information

05. Applicant's Name :
06. Father's Name :
07. Mother's Name :
08. Applicant's Date of Birth (Age Limit 65 Years)
09. Gender :
10. Applicant's E-Mail ID :
11. Applicant's Mobile No. :
12. Applicant's PAN :
13. Nationality :
14. Permanent Address :
15. Present/ Postal Address :

16. Educational & Technical Qualification

S. No.	Examination Name	Year	Board /Univ.	Max. Marks	Marks Obtained	Percentage
1						
2						
3						
4						
5						
6						

17. Experience in MLSU or State/Central University or Government Institution/office:

S.No.	Designation/Name of Service	Name of Employer/Service Provider	Date of		Salary with grade	Reason of Leaving
			Joining	Relieving		
1						
2						
3						

4						
5.						
6.						

18. Other Experience

S. No.	Designation/Name of Service	Name of Employer/Service Provider	Date of		Salary with grade	Reason of Leaving
			Joining	Relieving		
1						
2						
3						
4						

19. Two References from persons equal to or above the rank of Gazetted Officers of the Govt.:

S. No.	Name	Designation	Office Address, Mobile Number and email Address	Residential Address and Landline Number, if any

20. Others details if any:

.....

Date: _____

Signature

UNDERTAKING

I undertake to understand that this process of empanelment / engagement is purely a time being arrangement to meet out the exigency of work and is not a process of regular appointment. Further, the engagement from the list of empanelment will be on work requirement basis and in case of no work exigency, the engagement can be discontinued. In case of engagement from the list of empanelment, I shall be entitled to get only the contractual compensation prescribed for the service consultants as per category and will not be entitled for any other benefit of any kind and I will execute a bond on non-judicial stamp of Rs. 100/- in the prescribed format and abide by the terms and conditions of the bond.

Date: _____

Signature

DECLARATION

If any information is found to be incorrect, then I shall be fully responsible for the same and my candidature shall be liable to be cancelled.

Date: _____

Signature

Important Note

Hard copy of the application with self-attested copies of the cast/category certificate, educational and technical qualifications and experience etc. will be required / to be submitted at the time of Aptitude Test. In absence of the same, the candidate will not be permitted to appear in the Aptitude Test.