



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/9/2026 FOR
VARIOUS NON-TEACHING/ADMINISTRATIVE POSTS**

Bhakta Kavi Narsinh Mehta University invites Online Applications for Recruitment of the following Non-Teaching/Administrative Posts. Candidates are advised to read the instructions for details of posts, minimum qualifications, category, experience, pay scale, general terms & conditions and other details before applying online. Applications received after due date will not be considered.

BHAKTA KAVI NARSINH MEHTA UNIVERSITY JUNAGADH ADVERTISEMENT No. BKNMU/9/2026					
Bhakta Kavi Narsinh Mehta University invited online Applications for the following Non-Teaching/Administrative posts:					
Sr. No.	Name of Posts	Number of Posts	Category	Pay Level in Pay Matrix (7 th CPC)	Pay Range (in Rs.)
1	Internal Audit Officer	01	General	11	67,700 – 2,08,700
2	Assistant Engineer (Electrical)	01	General	8	44,900 – 1,42,400
3	Assistant Civil Engineer	01	General	8	44,900 – 1,42,400
4	Lab Assistant (Chemistry)	01	General	4	25,500 – 81,100 (Fixed Salary of Rs.26,000/- per month for first five years)
5	Assistant Registrar	01	General	9	53100-167800
6	Store Keeper	01	PwBD (Lv)	5	29,200-92,300 (Fixed Salary of Rs.40,800/- per month for first five years)
Date of Commencement of Online Application Form					25/09/2026
Last date of Online Application Form					16/10/2026
Last date of receipt of hardcopy of online application form along with all enclosures					21/10/2026
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: 25/09/2026					Registrar

Minimum Qualifications and Experience required for the various Non-Teaching/Administrative Posts are given below:

1. Internal Audit Officer

- **Pay Scale: Pay Range: 67700 - 208700 (Level-11)**
- **No. of Posts: 01**
- **Category: General**
- **Age Limit: Maximum 45 Years (with all age relaxation)**

Minimum Educational Qualifications and Experience:

- A. A Degree of Chartered Accountant or its equivalent degree of any recognize University or M.Com degree with 55% with the subject of Advance Accountancy/Auditing
- AND**
- B. Five Years' experience as a Chartered Accountant OR Five Years' experience of class-I (level-10) in Government Accounts services or its equivalent post in university system.
- AND**
- C. A certificate of basic knowledge of computer applications of any recognized institute as per resolution No. CRR 10-2007 - 120320 - GS dated 13/08/2008 and 18/03/2016 of General Administration Department, Gandhinagar.

2. Assistant Engineer Electrical

- **Pay Scale: 44,900 -1,42,400 (Level 8)**
- **No. of Posts: 01**
- **Age Limit: 40 Years**
- **Category: General**

Minimum Educational Qualifications and Experience:

- A. A Bachelor Degree in Electrical Engineering from a recognized University/Institute and two years post qualification experience. The experience should be in the supervision of erection/maintenance of Electrical works with the Government/ Universities/Autonomous Organizations/Private Sector.
- OR**
- Diploma in Electrical Engineering from a recognized University/Institute and Five years post qualification experience. The experience should be in the supervision of erection/maintenance of Electrical works with the Government/ Universities/Autonomous Organizations/Private Sector.
- B. A certificate of basic knowledge of computer applications of any recognized institute as per resolution No. CRR 10-2007 - 120320 - GS dated 13/08/2008 and 18/03/2016 of General Administration Department, Gandhinagar.

3. Assistant Civil Engineer

- **Pay Scale: 44,900 -1,42,400 (Level 8)**
- **No. of Posts: 01**
- **Age Limit: 40 Years**
- **Category: General**

Minimum Educational Qualifications and Experience:

A. A Bachelor Degree in Civil Engineering from a recognized University/Institute and two years post qualification experience. The experience should be in the supervision of erection/maintenance of Civil works with the Government/ Universities/Autonomous Organizations/Private Sector.

OR

Diploma in Civil Engineering from a recognized University/Institute and Five years post qualification experience. The experience should be in the supervision of erection/maintenance of Civil works with the Government/ Universities/Autonomous Organizations/Private Sector.

B. A certificate of basic knowledge of computer applications of any recognized institute as per resolution No. CRR 10-2007 - 120320 - GS dated 13/08/2008 and 18/03/2016 of General Administration Department, Gandhinagar.

4. Lab Assistant (Chemistry)

- **Pay Scale: 25,500 -81,100 (Level 4)**
(Fixed Salary of Rs.26,000/- per month for first five years)
- **No. of Posts: 01**
- **Age Limit: 40 Years**
- **Category: General**

Minimum Educational Qualifications and Experience:

1. Bachelor's Degree in Chemistry and its related subject/s from a recognized University/Institute.

AND

2. Minimum 3 years' experience of laboratory work in chemistry and its related subject after graduation.

AND

3. A certificate of basic knowledge of computer applications of any recognized institute as per resolution No. CRR 10-2007 - 120320 - GS dated 13/08/2008 and 18/03/2016 of General Administration Department, Gandhinagar.

5. Assistant Registrar

- **Pay Scale: 53100 – 1,67,800 (Level 9)**
- **No. of Post: 01**
- **Category: General**
- **Age Limit: 40 Years**

Minimum Qualifications:

- Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed.
- Basic knowledge of computer applications:
A certificate of basic knowledge of computer applications of any recognized institute as per resolution No. CRR 10-2007 - 120320 - GS dated 13/08/2008 and 18/03/2016 of General Administration Department, Gandhinagar.

6. STORE KEEPER

- **Pay Scale: 29,200 -92,300 (Level 5) (Fixed Salary of Rs.40,800/- per month for first five years)**
- **No. of Posts: 01**
- **Age Limit: 40 Years**
- **Category: PwBD (Lv)**

Minimum Educational Qualifications and Experience:

- Bachelor's Degree or Equivalent qualification from a recognized university/institute.
- Three years' experience of procurement and maintenance of stores.
- A certificate of basic knowledge of computer applications of any recognized institute as per resolution No. CRR 10-2007 - 120320 - GS dated 13/08/2008 and 18/03/2016 of General Administration Department, Gandhinagar.

GENERAL INSTRUCTIONS:

1. The Candidate must apply online (<https://bknmurms.gipl.in/>). Only online application with required uploaded enclosures will be accepted.
2. Last date for the online application: **16/10/2026**.
3. 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 on or before **21/10/2026 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. Ensure that both hard copies should be in One envelope.
4. The prescribed application fee shall be ₹1,500/- (Rupees One Thousand Five Hundred only) for Unreserved Category Candidates and ₹750/- (Rupees Seven Hundred Fifty only) for candidates belonging to Scheduled Castes (SC), Scheduled Tribes (ST), Socially and Economically Backward Classes (SEBC) and Economically Weaker Sections (EWS). The fee shall be payable online. The transaction receipt and the relevant reserved category certificate in the Government-prescribed proforma must be attached with the hard copy of the application without fail. Candidates belonging to the SEBC category shall also be required to attach a valid Non-Creamy Layer Certificate (issued between 01/04/2024 to 16/10/2026) and Candidates belonging to the EWS category shall also be required to attach a valid EWS Certificate (issued between 17/10/2023 to 16/10/2026).
5. Persons with Benchmark Disability (PwBD) are exempted from payment of the prescribed fees upon submission of the valid Disability Certificate issued by the competent authority as per the policy of the Government of Gujarat. If PwBD certificate indicates only 'Temporary', his/her candidature will be considered Not-Eligible. As per the provisions of Office Memorandum No. 18-25/2024-Policy, issued by the Government of India, Ministry of Social Justice and Empowerment, Department of Empowerment of Persons with Disabilities (Divyangjan), dated 17 December 2025, the following conditions apply:
 - a) If a Disability Certificate indicates "Temporary" along with "Progressive, Non-Progressive, or Not Likely to Improve," the candidate shall be treated eligible for

reservation.

- b) However, if the Disability Certificate indicates "Temporary" along with "Likely to Improve," the candidate shall be treated as not eligible.
6. Bank charges towards the online payment service (as applicable) will be borne by the candidates.
 7. Application fee is not refundable.
 8. Application sent through email will not be entertained.
 9. Candidates are advised to submit two hard copies (Two separate hard copies in One envelope) of the application along with all self-attested documents 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. 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.
 11. Candidate should possess the required educational qualifications, experiences and other 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.**
 12. The candidate should produce formula/method of calculation of percentage where percentage of marks is not given by the University.
 13. 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.
 14. **Annexure-I** (Check List) is mandatory for all posts. Candidates must attach the duly filled Annexure-I (Check List) at the beginning of their application form and arrange all supporting documents strictly in the sequence prescribed in the checklist. Applications submitted without the checklist or with documents arranged in a different order may be liable for rejection. (All attached documents should be self-attested)
 15. Age relaxation for reserved categories, women and PwBD will be provided as per the existing Government of Gujarat rules.
 16. Upper Age limit will be counted as on last date of submission of online application.
 17. **Annexure – II** “Endorsement by the employer” is mandatory for already employed applicants.

18. 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/document verification.

19. Instructions for Consideration of Experience:

For the purpose of experience verification and consideration, the following conditions must be fulfilled in totality. If any of these conditions are not met, the experience will not be considered:

- a) The appointment must have been made in accordance with the UGC Regulations/ Government/University rules applicable on the date of appointment. For teaching experience in affiliated colleges, the University's approval/recognition of the appointment for the claimed period must be attached.
- b) Experience Certificate: An Experience Certificate issued by the Competent Authority with Designation, Pay Level, Gross Salary, Type of Appointment and Tenure of appointment.
- c) Salary Certificate/Pay Slip: Copy of the Salary Certificate/Pay Slip for the month of **August, 2026**. The Salary Certificate/Pay Slip must clearly indicate : Pay Matrix Range, Pay Matrix Level, Dearness Allowance (D.A.), Other allowances being paid by the Institution/Office/Firm. The pay slip should be enclosed with the application form and must also be produced at the time of the interview/document verification.
- d) Salary Proof: ITR/26AS/Form 16 clearly showing salary credited by the employer of each employment period.

OR

Copy of the pay slip of last month of each employment, if gross salary income is below the basic exemption limit to file an income tax return.

Note: Submission of all the above documents is mandatory for consideration of experience. Incomplete documentation will lead to rejection of the claimed experience period.

20. The experience gained as Daily Wager, Trainee, Honorary, Adhoc and Visiting Faculty cannot be considered as experience.
21. **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 Gujarat Public Universities Act-2023, Gujarat Public Universities Uniform Statutes-2024 and rules of Bhakta Kavi Narsinh Mehta University.**
22. Candidates must produce original testimonials, certificates and other documents at the time of interview/document verification, if called/needed.
23. If the number of applicants exceeds six (6), a written test will be conducted for posts at Level-8 and above. Based on the written test merit, the top six (6) candidates will be shortlisted and called for the interview. For Sr. No. 4 (Lab Assistant) & Sr. No. 6 (Store Keeper), only a written test will be conducted. The syllabus, exam pattern etc. will be uploaded on the university website.
24. 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.
25. In case of tie in the final merit list score in written test, interview, appropriate policy decided by the university shall be employed and in case of any discrepancy in the above-mentioned guidelines, the decision of the BKNM university shall be considered as final.
26. 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.
27. The University will not be responsible for any loss of e-mail, loss of any communication due to wrong address provided by the candidates.
28. No Travelling Allowance will be paid to the candidate to attend written test/ interview.
29. The prescribed qualifications and experience are minimum and the mere fact that a candidate possesses the same will not entitle him/her for being called for interview.
30. The University shall verify the 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.

31. Appointment letter will be issued to the selected candidate after successful verification of the required documents.
32. The terms and conditions of appointment shall be communicated to the candidate in the form of 'Offer of Appointment' to the selected candidate. If the candidate does not accept the terms and conditions mentioned in the offer of appointment within the stipulated time, the offer shall be treated as withdrawn.
33. The appointment of the selected candidate on Fixed Pay for the posts given on Sr.No.4 & Sr.No.6 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 as mentioned in Sr.No.4 & Sr.No.6 shall be as per Resolution No. ૫૨૫/2002/57/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.
34. The candidate appointed through direct recruitment shall, after receiving regular appointment, be covered under the New Defined Contributory Pension Scheme introduced by the State Government from 1st April 2005, as per the provisions of the Finance Department's Resolution No.: NPN/2003/G.O.I./10/P dated 18th March 2005.
35. Age of superannuation for all the positions shall be as per Govt. of Gujarat norms.
36. 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.
37. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the 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.
38. Canvassing of any kind will not be tolerated and it will disqualify the candidature.
39. 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.
40. 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.

41. The BKNM 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 University/GoG/UGC from time-to-time d) Any edition/deletion and changes in matter of terms and conditions given in this advertisement of recruitment, as directed by concerned authority of University/GoG/UGC from time to time.
42. Any Corrigendum / Addendum for any further information and or update shall be uploaded only on the website of the BKNMU, Junagadh.
43. Candidates in their own interest are advised to visit University website: www.bknmu.edu.in regularly for updates.
44. For any query regarding technical support, contact: 079-23238887 or support@gipl.net and recruitment@bknmu.edu.in for other queries
45. **Application Envelope Label**

Please print, fill out, and paste the following label securely on the front of your application envelope:

To, The Registrar, Bhakta Kavi Narsinh Mehta University, Government Polytechnic Campus, BKNMU Road, Khadiya, Junagadh-362 263	
CANDIDATE'S FULL NAME:	
ADVERTISEMENT NO:	
APPLICATION FOR THE POST OF:	
APPLICATION NUMBER:	
CATEGORY (GEN/SEBC/SC/ST/EWS):	
PwBD (YES/NO)	

Junagadh

Date: 25/09/2026

Sd/-

Registrar

CHECKLIST OF DOCUMENTS ENCLOSED

Arrange application along with the supporting documents in the sequence mentioned below.

This checklist must be placed at the beginning of the application form.

Candidate's Name :

Post applied for :

Sr. No.	Documents (submit self-attested copies only)	Page No. (From_To)
1	Print out of duly filled online Application as per prescribed format	
2	Fee Details	
3	School Leaving Certificate	
4	Category Certificate for SC/ST/SEBC/EWS/PwBD – if applicable	
5	Non-creamy layer certificate for SEBC Category, if applicable	
6	Std.10 th (SCC) Marksheet	
7	Std.12 th (HSC) Marksheet	
8	Bachelor's Degree Marksheet	
9	Bachelor's Degree Certificate	
10	Master's Degree Marksheet	
11	Master's Degree Certificate	
12	NET/GSET Certificate	
13	Ph.D Degree Certificate & Notification	
14	Certificate of Basic Knowledge of Computer	
15	All Experience Certificates (Starting from Latest), if applicable	
16	Salary Certificate of the Month of August, 2026 is mandatory, if applicable	
17	Pay Slip/ITR/26 A S/Form 16 for the period of Experience, if applicable	
18	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.)

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: