



Delhi pharmaceutical Sciences and Research University  
The First Pharmacy University of India  
Incorporating Delhi Institute of Pharmaceutical Sciences & Research  
Mehrauli-Badarpur Road, Pushp Vihar, Sect-iii, New Delhi-110017



## EMPLOYMENT NOTICE

Applications/Resumes are invited for the temporary Appointment as Training and Placement Officer in Delhi Pharmaceutical Sciences and Research University.

### Essential Qualification:

1. Bachelor's Degree in Science/Engineering / Pharmacy with minimum 55% marks.
2. Post Graduate Degree in Science/Engineering / Pharmacy with First Class or equivalent.
3. 10 Years Experience in Industry, HR Management or as T.P.O. in University (out of which 5 years has to be at the level of Associate Professor/Assistant Professor).
4. Due weightage shall be given to a person from reputed Industry background of Science/Engineering/ Pharmacy with good managerial and communication skills.

### Desirable:-

1. Ph.D in Science/Engineering / Pharmacy.

### Pay Scale:-

Pay Band -4 (Rs. 37400-67000) + AGP of Rs. 9000

### Duties and Responsibilities of TPO:

- I. The post shall be treated as a non vocational post. The officer shall have a teaching work load of 4 hrs/ week.
- II. TPO should maintain a good liaison with industry in and around the place of the campus.
- III. He should conduct an annual survey of job requirements in Industries, research and service organizations.
- IV. He should arrange for campus interviews/job mela etc., in plant training and also arrange to get industries sponsored projects for both staff and final year students.
- V. He should create data bank of experts in respective field from industries/research/ service sectors and invite them to the Institute to deliver lectures for the benefit of students and staff members.
- VI. He should also arrange training/field visits to students and staff members in industries/research/service sectors.
- VII. He should also assist the students in getting apprentice training and suitable placement in industries/research/service organizations. He shall also be responsible for preparing the students in facing group discussions, personal interviews and personality development etc.
- VIII. Training and Placement Officer should create a data bank of all alumni who are placed in reputed industries/ research/service organizations.
- IX. Any other related duty assigned by the Head of the Institute from time to time.

**NOTE:** Applications/Resumes should reach the office of "Assistant Registrar

(Academic) latest by 22/01/19. Applications/documents received after the last date will be rejected and no correspondence in this regard will be entertained. In case, last date falls on holiday, then next working day shall be treated as last date.

Offg. Registrar, DPSRU