

RATAN TATA MAHARASHTRA STATE SKILLS UNIVERSITY



Circular No. 13 of 2025

ORDER

WHEREAS as per the Section 45 (1) (t) of the Maharashtra State Skills University Act, 2021 (hereinafter referred to as “the Act”) qualifications, recruitment, code of conduct, terms of office, duties and conditions of service including periodic training and advance training, field exposure, deputation, assessment of teachers, officers and other employees of the University and affiliated colleges except those colleges or institutions which are maintained by the State or Central Government or local authority, retirement benefits and the manner of termination of their services, is one of the subject matters of the Statutes;

AND WHEREAS the matter relating to recruitment process for the statutory posts of Registrar, is required to be regulated by the Statutes and no Statutes are made in that behalf;

AND WHEREAS it will take some time to complete the process of framing Statutes as per Section 46 of the Act in this regard;

THEREFORE, I, Prof. (Dr.) Apoorva Palkar, Vice-Chancellor of the Ratan Tata Maharashtra State Skills University, by and under the powers vested in me under Sub-Section (8) of Section 13 of the Maharashtra State Skills University Act, 2021, hereby issue the following directives:

- (1) Recruitment process for the posts of Registrar shall be as prescribed in the Annexure to this Order;
- (2) This Order shall come into force with immediate effect.

Ref.: RTMSSU/2025-26/Recruitment Statutory Officer/123

Date: 05.05.2025


Prof. (Dr.) Apoorva Palkar
Vice- Chancellor

RECRUITMENT PROCESS FOR THE POSTS OF REGISTRAR OFFICER

1. There shall be a selection committee for making recommendations of suitable candidates for appointment to the posts of-
 - (1) Registrar;
2. The Selection Committee shall consist of the following members, namely:-
 - (1) the Vice-Chancellor, Chairperson;
 - (2) the Chancellor's nominee;
 - (3) two members of the Governing Council nominated by the Governing Council, out of whom one shall be a person belonging to Scheduled Castes or Scheduled Tribes or De-notified Tribes (*Vimukta Jatis*) or Nomadic Tribes, or Other Backward Classes;
 - (4) two existing or former Vice-Chancellors of any State Public University nominated by the Vice-Chancellor;
 - (5) one nominee from the Skills, Employment, Entrepreneurship and Innovation Department, Government of Maharashtra, not below the rank of Deputy Secretary;
3. All posts, mentioned in Sub-clause (1) shall be duly and widely advertised in one national level newspaper and one local newspaper and also on the web portal of the University.
4. After receipt of applications, the Vice-Chancellor shall constitute a Scrutiny committee to scrutinize the applications, consisting of the following members, namely:-
 - (1) One Professor/Professor of Practice, Chairperson;
 - (2) One of the senior administrative officers of Group A of the University;
 - (3) Finance & Accounts Officer – Member Secretary.
5. The date of the meeting of every selection committee shall be so fixed as to allow a notice of at least fifteen days of such meeting, being given to each member; and the particulars of each candidate shall be sent to each member

of the selection committee so as to reach him at least seven days before the date of meeting.

6. The Selection Committee shall interview and adjudge the merit of each candidate and recommend the suitable candidate for appointment to the posts mentioned in Clause 1 of hereinabove. The Vice-Chancellor of the University shall appoint the candidate to the post as per the recommendation of the Selection Committee.

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Date: 05.05.2025

Prof. (Dr.) Apoorva Palkar
Vice- Chancellor