



NATIONAL LAW UNIVERSITY, JODHPUR

NH-62, NAGAU ROAD, MANDORE, JODHPUR (RAJASTHAN)

PHONE 0291-2577530,2577526 Website: www.nlujodhpur.ac.in

NLUJ/Estt/Rect/441/2025/

Dated: 11/11/2025

The National Law University, Jodhpur established in 1999 by Government of Rajasthan is one of India's most prestigious law universities offering professional legal education. The University has a strong ethos of contributing to quality legal education with interdisciplinary approach, rigorous academic, contemporary research and public service.

The University is inviting applications for regular positions from the meritorious and dedicated candidates for following positions:

<u>S.No.</u>	<u>Positions</u>	<u>Pay Level</u>	<u>Number of Posts& Category</u>
1.	Deputy Registrar	Level-12	01 (UR)
2.	System Analyst	Level-10	01 (UR)
3.	Public Relations Officer	Level-8	01 (UR)

Qualifications, eligibility, experience, reservations and pay-level will be applicable as per the University rules and regulations.

Duly filled in application form along with the relevant supporting documents and non-refundable fee of Rs.1000/- should be submitted ONLINE on or before 03/12/2025. The application fee should be payable through the online link (<https://nlujodhpur.ac.in/nlu-fees/>). SC, ST & PWD candidates are exempted from payment of application fee.

Important Dates:

Publication of Advertisement	11/11/2025
Last date of submission of Application Form	03/12/2025

Continued...02

GENERAL INFORMATION

1. 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 or final selection.
2. The University reserves the right to restrict the number of candidates to be called for interview to a reasonable number on the basis of qualifications and experience higher than the minimum prescribed; or by any other condition that it may deem fit, including conduct of test for shortlisting of candidates.
3. Call letters for test/interview will be sent only to the short-listed candidates through emails and no correspondence will be made with applicants who are not short-listed.
4. The number of vacancies indicated in the Recruitment Notification are tentative. The University reserves the right to increase /decrease the number of posts, at the time of selection and make appointments accordingly, if more vacancies arise in between the advertisement and Selection Committee meetings. The University reserves the right not to fill any post/s if no suitable candidates are available.
5. The validity of panel of selected/waitlisted candidates will be as per the rules of Govt. of India.
6. Canvassing in any form on behalf of any candidate will disqualify such a candidate.
7. The Selection Committee may decide its own method of evaluating the performance of the candidates in interview. The University may utilize written/skill test or seminar/colloquium or presentation as a method of selection.
8. Preference will be given to candidates having experience of working at NLUs.
9. The in-service candidates should apply through proper channel.
10. Separate application should be submitted for each post.
11. Qualifications, experience, etc. will be reckoned as on the last date for receipt of filled-in applications. Clear photocopies of all important certificates must be attached with the application.
12. Incomplete applications in any respect shall not be considered at all.
13. No interim queries regarding interview/selection will be entertained.
14. For any technical issue, the applicant may write to recruitment@nlujodhpur.ac.in.
15. In case of any disputes/suits or legal proceedings against the University, the Jurisdiction shall be restricted to the Courts in Jodhpur, which is the Headquarter of the University.
16. Any amendment or corrigendum will be published on the University Website.
17. Errors and omissions are subject to correction.

Eligibility Criteria/Requisite Qualification**1. Deputy Registrar: Level 12: Rs. 78,800 – 2,09,200****Eligibility:**

- i) Master's Degree with at-least 55% of the marks or its equivalent grade of B in the UGC seven-point scale in any discipline from a recognized University or Institute.

OR

- ii) Comparable equivalent qualification

AND

- iii) Experience- 9 years' experience as Assistant Professor in AL-10 and above with experience in educational administration in the AGP of Rs. 6000 and above. Teachers appointed to the post of Deputy Registrar shall be entitled to appropriate pay level applicable to the post of DR and shall not retain the Academic pay level of the teaching post held or Comparable experience in research establishment and or the institutions of higher education

OR

5 Years of administration experience as Assistant Registrar or an equivalent post.

Desirable : Experience in Finance and Accounts.

Age: Not exceeding 55 years

2. System Analyst: Level 10 : Rs. 56,100 – 1,77,500**Eligibility:**

- i) B.E./B.Tech. (Computer Science & Engineering) with at least 55% of marks and 5 years' experience as Technical officer software / hardware or comparable experience in the University System or comparable experience in the University System.

OR

- ii) M.Sc. (Computer Science)/ M.C.A/ M.Tech. (Computer Science & Engineering) with 55% of marks and 3 years' experience as Technical officer software/hardware or comparable experience in the University System.

Desirable: Experience in software applications and managing ERP in a university or higher education environment.

Age : Not exceeding 50 years

3. Public Relations Officer: Level – 8 (Rs.47,600-1,51,100)**Eligibility:****Essential**

- i) A post-graduate degree from a recognized University Preferably in Law, Journalism or Mass Media with at least 55% marks or its equivalent grade.
- ii) 2 years' experience in public relations. Preferably in a University or an Institution of higher learning.
- iii) Must have good written and verbal communications skills in English language.
- iv) Should be able to liaise with press, electronic media, Law firms, Advocates, Courts etc.
- v) Should be able to prepare publicity material and prepare press releases / notes.

Desirable : Experience of arranging press meets and social media related activities

Age: Not exceeding 40 years