



GUJARAT UNIVERSITY OF TRANSPLANTATION SCIENCES

(State University Established under Gujarat Act 9 of 2015)

Smt. G.R. Doshi & Smt. K.M. Mehta

Institute of Kidney Diseases and Research Centre,
Dr. H.L. Trivedi Institute of Transplantation Sciences



IKDRC-ITS

Opp. Trauma Centre, Civil Hospital Campus, Asarwa, Ahmedabad – 380 016.

<http://www.guts.education> , e-mail: info-guts@gujarat.gov.in Phone: +91-79-22687127

Employment Notice No: 02 /2022

Smt. G.R.Doshi and Smt. K.M.Mehta Institute of Kidney Diseases and Research Centre (IKDRC)- Dr. H.L. Trivedi Institute of Transplantation Sciences (ITS) was granted the status of State University by the Legislative Assembly of Gujarat, named as Gujarat University of Transplantation Sciences (GUTS) on 1st May, 2015. The mission of the University is to serve as an academic and research nucleus to these specialties to improve the clinical, scientific, and social aspects of transplantation making it accessible and affordable to population at large giving them healthy and productive lives. GUTS is looking for dedicated and committed person, who believes in institution building and have a passion for dedication towards administrative/academic excellence and quality.

Online application(s) from the eligible candidates are invited in prescribed performa for the below administrative posts.

1. Details of Minimum Qualification and Experience required for following post.

Sr	Particular	
1	Name of Post	Chief Accounts Officer
	Level & Pay Matrix	Level 10 Pay Matrix 56,100 – 1,77,500
	Category - No. of Posts	General – 1 (One)
	Age	Up to 45 years
	Minimum Qualification & Experience	1. The qualification of Chartered Accountant or Cost and Works Accountant (I.C.W.A.) or Company Secretary, or 2. A post graduate degree with atleast 55% marks or an equivalent grade of B in the University Grants Commission seven point scale (wherever grading system is followed) either in Business Administration (Finance) or in Commerce (M.Com) in Accountancy or Economics or Statistics or in Arts (M.A.) in Economics or Mathematics or Statistics or in Science (M.Sc.) in Mathematics or Statistics obtained from any of the Universities established or incorporated by or under the Central or State Act in India or any other educational institution recognized as such or declared to be a deemed university under section 3 of the University Grants Commission Act, 1956; and A) have atleast eight years experience on the post not below the rank of Accountant, in the Gujarat University of Transplantation Sciences,



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		or B) have atleast eight years experience related to Accounts and/or Audit works in Government or local bodies or Government under taking board or corporation or university or limited company established under the companies Act, 2013, or in Banking Organization or in a Chartered Accountant's Firm, on the post which can be considered equivalent to the post not below the rank of Accountant, in the Gujarat University of Transplantation Sciences;
	The basic knowledge of Computer	The basic knowledge of Computer Application as prescribed in the Gujarat Civil Services Classification and Recruitment (General) Rules, 1967.
	Possess adequate knowledge	Gujarati or Hindi or both

2. **Age Relaxation:** One year relaxation in upper age limit is admissible as per G.A.D.

Notification Dated on 14/10/2021.

1	Candidate belonging SC /ST /SEBC /EWS category of Gujarat Origin	5 years (Maximum Up to 45 Years)
2	Women Candidate belonging SC /ST /SEBC /EWS category of Gujarat Origin	10 Years (Which Includes the relaxation of 5 years applicable to woman) (Maximum Up to 45 Years)
3	Women Candidate belonging to unreserved /reserved category	5 years (Maximum Up to 45 Years)
4	Ex. Serviceman Including E.C.O. / S.C.O.	Length of Military Service plus three years, (Maximum Up to 45 years.)
5	Physically Disabled	10 Years (Maximum Up to 45 Years)
6	Gujarat University of Transplantation Sciences or Government or Local bodies or Government under taking Board or Corporation or University either as a permanent or temporary servant and appointed on the regular pay scale and he is officiating continuously for six months or more.	As per details in Recruitment Rules

Note: For detailed recruitment rules visit our website <http://guts.education>. For any discrepancy recruit rules of relevant post published on our website will be treated as final.



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Important Note

- 1) Candidate should be citizen of INDIA.
- 2) The applicant must ensure that he/she fulfills the eligibility criteria for the post.
- 3) Candidate applying for more than one post need to apply separately for each post and should pay separate fees for each application.
- 4) All approved posts & pay scales are subject to change as may be directed by Government of Gujarat.
- 5) The prescribed qualifications and experience are minimum and the mere fact that a candidate possesses the same does not entitle him/her for selection.
- 6) If candidate holds foreign university's degree, they should produce AIU equivalency certificate at the time of submission of application.
- 7) If candidate has obtained any degree from a University where grading system is followed, he/she should provide equivalency criteria for conversion or formula/method of calculation of percentage of their score either in percentage or class.
- 8) Before filling / submitting the application form candidates are advised to go through the qualifications/experience mandatory for the post and make sure that candidate possesses the same.
- 9) Age, Educational Qualification and Experience should be considered with reference to the last date of application to be submitted online.
- 10) Experience should be considered after obtaining the essential educational qualification.
- 11) The general category candidates are required to pay fee of 500/- whereas the candidates belonging to SC/ST/SEBC/EWS/PD are required to pay fee of Rs.250/-. Fees once paid shall not be refunded in any circumstances.
- 12) The candidate's belonging to reserved category can apply against vacancies for Unreserved / General Category and the criteria will be applicable as per unreserved category.
- 13) Candidates called for written test/Computer Test shall have to appear at their own cost.
- 14) Applicant must produce original testimonials, certificates and other documents at the time of interview/ document verification time, if called. And, The University shall verify the antecedents and documents submitted by a candidate at any time, at the time of appointment or during the



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tenure of service. In case if it is detected that the documents submitted by the candidate are fake or the candidate has undesirable clandestine antecedents/background and has suppressed the said information, his/her services shall be liable to be terminated. Also, If required GUTS may ask for the payslips and incometax documents of the candidate to verify the payscale claimed in the application.

- 15) 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 candidate.
- 16) If any additional information is to be given, the information in separate sheet should be provided.
- 17) All correspondence with the candidate will be done via e-mail id as provided by the candidate in application form only.
- 18) Please read the instructions given herein carefully before applying.
- 19) Visit the University website <http://guts.education> or <http://career-guts.com/> to apply online.
- 20) Open online application form of the post you are eligible for, fill the necessary details like personal details, academic details and other details.
- 21) **Last date to fill online application is 20th January, 2022 (up to 18:00 hrs).** Once the online application form is completely filled candidate has to get printout of the same and send it along with online payment details, photographs, self-attested copies of necessary certificates including evidence of Age, Educational Qualifications, Caste, Physical Disability, Experience and all supporting documents related to Academic Performance Indicators (if applicable), endorsement from the current employer (if applicable) etc. only through Speed post/Registered Post to Gujarat University of Transplantation Sciences, IKDRC-ITS Premises, Civil Hospital Campus, Asarwa, Ahmedabad – 380 016, **latest by 27th January, 2022 (up to 16:00 hrs). Applications received after the last date will stand rejected automatically.**
- 22) Applicants are advised to submit their application by clearly mentioning the name of applied post on the top of sealed envelope and well in advance without waiting for the last date to avoid postal delay or any other unforeseen problems. The University will not be responsible for any postal delay at any stage
- 23) **Documentary proofs of age, experiences, academic qualifications and Research Publications**



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indicated in the application should invariably be brought at the time of document verification, failing which it will be considered that candidate does not possess the same and the application shall be treated as incomplete and will be rejected.

- 24) Candidates employed in Government/ Quasi Govt. /Public Sector undertaking or Local bodies or Board or Corporation or University should submit a 'NO OBJECTION CERTIFICATE (NOC)' from his/her employer to the University at the time of document verification.
- 25) Candidates are advised to see the details of advertisement before applying online. For regular updates do visit GUTS website <http://guts.education> or <http://career-guts.com/>.
- 26) The University reserves the right to fill or not to fill post.
- 27) Canvassing in any form on behalf of or by any candidate will disqualify him/her from being considered.

Registrar

Place: Ahmedabad

Date: 03/01/2022