

**Post Name**

Assistant Professor- Computer Applications

**Introduction**

GSFC University is incorporated under the Gujarat Private Universities (Second Amendment) Act 2014. The vision behind establishing this distinct University is societal development through relevant and cutting edge knowledge in frontier areas of professional growth. GSFC-U presently offers courses in Engineering, Science and Management with major emphasis on skill development and producing industry ready manpower.

Individuals with strong inclination towards academics and having an innovative approach to develop industry- ready talent are invited to join our endeavor.

Explore a wide spectrum of opportunities ranging from administration to academics at GSFC University.

The recruit shall be responsible for developing students and making them proficient in the subject and to facilitate & encourage a learning experience which provides students with the opportunity to achieve their individual potential.

**Roles & Responsibilities**

The recruit shall be responsible for:-

- Participating in designing the curriculum (course outline or syllabus) for the concerned subject as per the current trends and requirements of industry along with statutory academic bodies to foster student learning, stimulate class discussions, and ensure student engagement.
- Delivering course curriculum in classroom and/or online, which includes ensuring student awareness of course objectives, approach and evaluation techniques and planning lectures pertaining to core aspects of discipline with industrial relevance.
- Tutoring, mentoring and academic counseling of students, while evaluating student progress/achievement and assuming responsibility for the overall assessment of the students' work within assigned courses. Also, to address the needs of students who may be differently abled, or require assistance to improve their academic performance, or to overcome any disadvantage. Conduct counselling sessions for the students so that the students receive appropriate suggestions and advice for their academic issues and other problems generally faced by them;
- Defining, evaluating and validating learning outcomes and designing appropriate strategies and tools for assessing student learning. Conducting tests for students and provide appropriate feedback on the same. Encouraging students to actively participate throughout the class;
- To develop methods of innovative teaching by developing minimum 5 case studies per year and discussing the same with students.

- Establishing/designing labs and conducting lab sessions in consultation with R&D centers of prestigious industries/ institution.
- Designing evaluation system as per the norms of the University and recommendation of Industry experts.
- Minimum 16 hours of direct teaching per week (for Assistant Professor) which shall comprise of class room lectures, practical, remedial classes and replication of skills acquired during institutional/ industrial training and 60 days of Administrative, examination & non-instructional activities in an academic year.
- Industry attachment of at least 80 hours per year is a prerequisite.
- To participate in examination duties such as paper setting, invigilation, assessing answer sheets, students' presentation and viva, practical evaluation, etc.
- To organize, conduct and submit reports on students' seminar, seminars remedial classes and popular talks.
- To provide administrative assistance in tasks related to committee/s assigned to you from time to time that requires regular office hours for its discharge. To serve on academic and administrative committees that review and recommend policies, make budget decisions, or advise on hiring and promotions within their department
- To develop Industry profiles based on its potential of developing industry connect, industry internship and placement, and maintaining a constant interaction with industry experts across the leading companies in the field of emerging technologies.
- To do Industrial Research and Development work by publishing the R& D paper in journals, publishing articles in journals. Driving tie-ups with top notch companies for industry trainings & projects and conduct research and experiments to advance knowledge in their field
- To strive to obtain grants for Industrial research.
- To give lecture and paper presentation in seminars.
- To develop e-learning delivery material for the highest rated lectures by the students. Developing individualized instruction and multi-media presentations and incorporating technology into the learning process where applicable.
- Assisting students in developing/designing projects, patents and in preparing at least case studies which can aid to teaching.
- Assisting University in administrative and examination work apart from regular interaction with industry.

	<ul style="list-style-type: none"> <li>● Assessing and identifying students' role during plant shutdown in some of the local industrial units for hands on experience.</li> <li>● Developmental role like resource mobilization, conducting seminars/workshops, sports, extracurricular activities, assessing Library requirements, extra classes for weaker students and organizing foundation course- planning for exposure about chemical reactions, etc.</li> <li>● Providing appropriate instructions to the students to help them achieve competency in the subject.</li> </ul>
<b>Qualification</b>	<p>Ph.D (Computer Application) or MCA or M.Tech with specialization in Database management, Software Engineering, Project Management, Computer Network with minimum 55 % marks in Masters (or equivalent grade in a point scale wherever grading system is followed) in a relevant/allied subject from an Indian University, or an equivalent degree from an accredited foreign university with NET / SLET / GSET. PhD is desirable. However, fresh graduates with a strong academic background are encouraged to apply.</p>
<b>Skills</b>	<ul style="list-style-type: none"> <li>● In depth knowledge and good understanding of the subject;</li> <li>● Knowledge of principles, theories, methods, techniques, and strategies pertaining to the subject;</li> <li>● Excellent oral communication skills in English;</li> <li>● Presentation skills.</li> <li>● Multi-tasking and Time Management</li> <li>● Record keeping</li> <li>● Team work</li> <li>● Creative thinking</li> <li>● Patience</li> <li>● Good interpersonal skills</li> </ul>
<b>Reporting</b>	<p>Dean/Associate Dean , GSFCU</p>
<b>Remuneration</b>	<p>Pay and other remuneration shall be commensurate with skills, qualification, experience and market trends.</p> <p>The salary shall have following components -</p> <ol style="list-style-type: none"> <li>A. The core salary</li> <li>B. PF as per applicable statutory norms</li> <li>C. Increment (3% - 5%) based on API score as per the API policy for Teaching staff</li> </ol>
<b>Other Benefits</b>	<ul style="list-style-type: none"> <li>● Group Medclaim Insurance Policy and Group Personal Accident Policy</li> </ul>

- Treatment at GSFC Medical Center on applicable terms

## **Selection Procedure**

### **Stage 1 - Written Ability Test**

HR will conduct a written ability test of all present candidates. As a part of the procedure, you will be required to write an application/Essay/Paragraph on a given topic. This test shall comprise a weightage of 50 marks which will be required to be completed in 20 minutes. This test is to analyze the content for grammar, punctuation, and handwriting. Committee will assess the content and the qualifying score will be 30. Only qualified candidates shall be invited for the further rounds of selection procedure.

### **Stage 2 –Personal Interview**

Interviews of the short listed candidates will be conducted by the committee members. HR shall also share Case Study/Assignment through mail in advance. The candidate is expected to complete the given case studies in PPT form and submit the same in advance or on the interview date. This case study is specially designed to gauge the candidate's skills, competencies & how he/she approaches tasks and solves emerging issues relevant to his/her field.

The solved case study will be extensively discussed with the committee members during the interview (if required).

### **Stage 3- Demo Lecture:**

Selected candidates from the Personal Interview round shall be invited to give Demo Lecture for approx.30-35 minutes in front of the committee members as well as the existing faculty members and students. Syllabus or topics shall be shared with candidates in advance.

## **Tenure of Appointment**

The shortlisted candidate shall be given a regular appointment of 5 years. Initially, he/she will be on a probation/observation period of 1 year. The appointment may be extended/ renewed based upon the assessment of performance in accordance with the Performance management policy i.e. API for Teaching staff.

## **Location**

Vadodara, Gujarat.