



NAGINDAS KHANDWALA COLLEGE

(Empowered Autonomous)

Faculty Recruitment Policy

For MALAD KANDIVLI EDUCATION SOCIETY

A. S. K...

Hon. Secretary/ Hon. Treasurer

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PRINCIPAL

NAGINDAS KHANDWALA COLLEGE OF COMMERCE

ARTS & MANAGEMENT STUDIES AND SHANTABEN

NAGINDAS KHANDWALA COLLEGE OF SCIENCE

(AUTONOMOUS)

MALAD (W), MUMBAI - 400 064.

Faculty Recruitment Policy

Purpose

This policy establishes a transparent, merit-based, and compliant recruitment process for faculty positions in both the Aided and Self-Financed sections.

Scope

This policy applies to all full-time, part-time, CHB, visiting, and contractual teaching positions.

Aided Section

- Recruitment in the Aided Section adheres strictly to the rules and directives issued by the Government of Maharashtra, UGC, and the University of Mumbai.
- Recruitment is carried out only against government-sanctioned posts with reservation policies followed as prescribed by official GRs and rosters.
- The Selection Committee is constituted as per UGC and Government norms. Vacancies are advertised through newspapers, university portals, and government-mandated platforms only after obtaining approval from competent authorities. Applications are screened and candidates are interviewed strictly within the regulatory framework, following which a merit list is forwarded for approval, and appointment orders are issued only after all statutory approvals.

Service Conditions

Probation, confirmation, workload, and service rules follow UGC Regulations and the Maharashtra Universities Act.

Self-Financed Section

- Workload requirements are submitted by departments and approved by the management based on academic needs.
- Vacancies are announced on the institution's website, job portals, or newspapers as required, and the applications are screened by an internal Scrutiny Committee.
- The interview is conducted by the Selection Panel includes the Principal, Head of Department, subject experts, and a management representative. Assessments may include a teaching demonstration, subject knowledge evaluation, and review of academic achievements.

Appointment Terms

Offer letters clearly state compensation, duties, and contract terms. Most appointments are contractual with renewals based on performance and departmental needs.