

University Grants Commission

Vacancy Announcement

First Date of Publication: 2076/01/20

The University Grants Commission (UGC) of Nepal has been implementing Higher Education Reform Project (HERP 2015-2020). The UGC is seeking to appoint competent, committed and self motivated individuals for the following positions. The application form and TOR/Curriculum are available at UGC Website www.ugcnepal.edu.np. Applicant should submit the application form along with attested copies of certificates, transcripts, Nepali citizenship, proof of employment and experience, recent CV and other related testimonials. The applicant must submit evidence of equivalence of the degree if it is earned from a university other than Nepalese university.

Type of Service:- Contract (Full Time)

Ad.No.2/075/76

S.N.	Post	Qty.	Age Not Exceeding (Years)	Exam Fee (Rs.)	Evaluation based on	Minimum Qualification & Experience	Additional Qualification Preferred
1.	Director: Research	1	55	700	<ul style="list-style-type: none">• Presentation on the basis of TOR• Interview• Academic qualification• Publication.	PhD with minimum ten years of research / teaching in higher education.	<ul style="list-style-type: none">• Good track record of research publication• Experience in educational administration.

Conditional application will not be entertained. The original certificate must be produced at the time of submission of the application for verification.

Last Date of Application Submission: 2076/ 02/03 at 3 :00 PM

Only candidate with adequate competency relevant to the post and having excellent communication skill in Nepali and English needs to apply.

For Further Information
Contact

UGC, Sanothimi, Bhaktapur. Phone: 6638550 Fax: 6638552, E-mail: padpurti@ugcnepal.edu.np

S.C.D.

University Grants Commission
Higher Education Reform Project (HERP)

2015-2020

Terms of Reference

for

Director: Research

The Research Director will work in Research Division of UGC under the overall guidance of Chairman and supervision of Member- Secretary.

I. Type of involvement: Full time, One year contract extendable up to the project period (2015-2020) or as provisioned by UGC.

1. Scope of Work:

- Draft policies, strategies and progress for enhancement of higher education research development and innovation in Nepal.
- Develop regular schemes of research funding and implementation.
- Monitor the programs supported under the research funding schemes.
- Coordinate with other research funding institutions for ensuring effective and efficient use of resources
- Organize dialogues with various stakeholders (academic community, students, and employers)
- Facilitate higher education institutions/programs to develop research support system and mechanisms
- Support UGC to collaborate with other stakeholders of higher education for research development
- Support UGC to develop linkages with international bodies for research collaboration.
- Develop research information system and ensure public information access to UGC research programs and activities
- Plan and support regular status review and trend analyses regarding research in higher education.
- Prepare and disseminate the outcomes of research activities of UGC
- Conduct other research development activities of UGC.
- Coordinate and facilitate the activities of thematic cluster committees and work as Member-Secretary of Research Council.
- The Director will be responsible for supervision of other staff members in the Division.



2. Qualification

- 2.1 Academic Degree: Ph.D. from a recognized university.
- 2.2 Work experience: Ten years of work experiences in research/teaching in higher education with extensive involvement in research-publication and academic networking.
- 2.3 Proven track record of research publications in indexed/refereed journal will be preferred. Papers accepted recently for publication in refereed journals will also be considered.
- 2.4 Experience in educational administration will be an additional advantage.

3. Logistics and Remuneration

- 3.1 Remuneration as per UGC provision equivalent to the first class level officer.
- 3.2 UGC will provide necessary logistic support during duty time and task assignment.
- 3.3 Leaves as mentioned on contract.



विश्वविद्यालय अनुदान आयोग
सानोठिमी, भक्तपुर

अनुसन्धान निर्देशक (Director: Research) पदमा आवेदन दिन आउने महानुभावका लागि जरुरी सूचना !!!

- सर्वप्रथम निम्न चेकलिष्ट अनुसारको कागजात सहित आफ्नो फाइल तयार पार्नुहोला ।
 1. Form filled by the applicant.
 2. Copy of Citizenship.
 3. Copies of Transcript and Character Certificates -Attested not necessary.
(Certificates of SLC to Minimum Qualification mentioned in the notice to the same post)
 4. Evidence of equivalence if the degree is from other than Nepalese Universities.
 5. PP size photographs 3 copies.
 6. Curriculum Vitae.
 7. Journal article
 8. Exam fee : Bank (Rastriya Banijya Bank) Voucher, University Grants Commission,
Account No. 173000021401)
- Marking Scheme for Selection

क्र.सं.	विवरण	अङ्क	कैफियत	
१	PPT तयारी एवम् प्रस्तुतीकरण	४०		
२	अन्तर्वार्ता	३०		
३	शैक्षिक योग्यता	१०	Bachelor	Masters
			Distinction -5 First Division -4 Second Division -3	Distinction -5 First Division -4 Second Division -3
४	जर्नलमा प्रकाशित लेखहरु बढीमा ४ वटासम्म	२०	Published in Index Journal (2*10=20) Published in refereed journal (4*2.5=10)	
जम्मा		१००		

- आवेदन फर्म रुजुका लागि कोठा नं. २०४ मा प्रशासकीय अधिकृत श्री रमेश प्रसाद अधिकारी/श्री उषा खकुराल मध्ये एकजनालाई रुजु गराउनु होला ।
- त्यहाँबाट दर्ताका लागि तोक लागेपछि कोठा नं. २०५ आर्थिक प्रशासन महाशाखामा बैंक भौचर बुझाई विल नत्थि गर्नु होला ।
- त्यसपछि आवेदन कोठा नं. १०५ मा दर्ता गर्नु होला ।



पदपूर्ति समिति