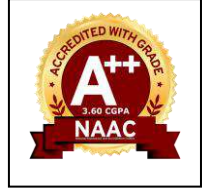**CENTRAL SANSKRIT UNIVERSITY**
Established by an Act of Parliament
56-57, Institutional Area, Janakpuri,
New Delhi – 110058
Contact No..: 011-28520977, Email: support-recruitment@csu.co.in
Website: www.sanskrit.nic.in

Advt. No. 03/2025   **Date: 23-06-2025**

NOTIFICATION FOR ENGAGEMENT OF YOUNG PROFESSIONALS ON CONTRACT BASIS AT CENTRAL SANSKRIT UNIVERSITY, DELHI

(Note: Previous advertisement dated 10/03/2025 published vide Advt. No. 01/2025 in nationwide newspapers and in University's website www.sanskrit.nic.in regarding the Engagement of Young Professionals, on contract basis at Central Sanskrit University, Delhi, stands cancelled due to administrative reasons.)

The Central Sanskrit University, Delhi is looking for engagement of Young Professionals at the Headquarter Office of the University at Janakpuri, New Delhi- 110058, purely on contractual and temporary basis. Interested candidates who possess requisite qualifications and other eligibility criteria may apply Online. Number of positions, Qualification, Experience, fixed remuneration and other details are as follows: -

Particular	Details		
No. of Positions	15		
Duration of Engagement	Young Professionals shall be engaged for an initial period of one year (01). Upon satisfactory performance, the engagement may be extended annually, up to a maximum tenure of three (03) years, on requirement.		
Age Criteria	Maximum **28 years** on the date of the advertisement.		
	Category	**Age Relaxation on the upper age limit**	
	Schedule caste and Schedule Tribe	05 (five) years	
	Other Backward Classes	03 (three) years	
	Person with disabilities	05 (five) years	
Essential Educational Qualification and Experience	A.	**Academic-Related Research and Planning**	
	A1	**No. of Positions**	04 (Four) Positions
	A2	**Work Themes**	• Academic's administrative functions • Tribal Research Centre • Library works

	A3	**Educational Qualification**	Graduation or Post-Graduation in Public Administration / Sociology /language & literature / Development Studies / Education / Political Science / Engineering /Economics/ Library Science /M.Ed or any other relevant stream aligning with the work themes.
	A4	**Essential Work Experience**	○ Minimum 4 years of work experience after graduation, or Minimum 2 years of work experience after post-graduation ○ Experience in research and documentation.
	A5	**Desirable**	○ Exposure to National Education Policy (NEP)- 2020 ○ Exposure to Indian Knowledge Systems / academic credit frameworks/ academic accreditation process/ Tribal Studies / Library Science. ○ Experience in stakeholder engagement ○ Familiarity with digital tools for library/quantitative research/ qualitative research/program design.
	B.	**Management-Related Works**	
	B1	No. of Positions	04 (Four) Positions
	B2	Work Themes	• Finance-related tasks • Marketing of Publications, • Management for International affairs & Collaboration • Event Management activities
	B3	Educational Qualification	Graduation or Post-Graduation in Management / Marketing / Sales / Mass Communication / Finance / Commerce/Engineering or any other relevant discipline aligning with the work themes.
	B4	Essential Work Experience	○ Minimum 4 years of work experience after graduation, or Minimum 2 years of work experience after post-graduation ○ Understanding of financial and commercial aspects ○ Experience of coordination and management
	B5	Desirable	○ Proficiency in market research / event management/ performance evaluation / content development. ○ Strong communication skills ○ Familiarity with digital marketing tools and platforms

	C.		**Process Evaluation & design and Administration**
	C1	**No. of Positions**	07 (Seven) Positions
	C2	**Work Themes**	• Administration • Distance Education • Evaluation of various institutional process – such as schemes related, exams related work • Recruitment, Internships engagement related works • Institutional research and planning functions
	C3	**Educational Qualification**	Graduation or Post-Graduation in Public Administration / Public Policy / Education / Development Studies / Social Sciences / Management / Statistics / Computer Applications / Engineering or other relevant administrative or research-oriented fields aligning with the work themes
	C4	**Essential Work Experience**	○ Minimum 4 years of work experience after graduation, or Minimum 2 years of work experience after post-graduation ○ Experience in research / proposal development / impact assessment / data analysis and evaluation
	C5	**Desirable**	Strong exposure to process assessment and evaluation/ Policy research and analysis/ Financial processes/ Process improvement/ Policy development/ Stakeholder engagement/ Proposal development/ program development
	Note: Experience of internship/training will not be accounted. Candidates are required to choose one of the above three options (out of A, B and C), while applying for the position of Young Professionals.		

Proficiency	• Experience in using Microsoft Office Suite (PowerPoint, Excel, Word). • Experience of Research and Planning/ Proposal Writing/Report Writing/ Data Analysis/ Impact Assessment/ Policy Formulation/ Process Optimization/ Coordination and Management/Event Management/ MIS creation (Finance). • Experience of working in Govt. sector/ PSUs will be an added advantage • Proficiency in Hindi and English is mandatory.
Remuneration	Rs.60,000 per month throughout the period of engagement. (Consolidated inclusive of all)
Work Location	The engaged Young Professionals shall provide services at the Headquarters Office of the University for works pertaining to Headquarters Office and the 12 Campuses of the University located in different states across the country.

	As per requirements, they may be required to visit the University Campuses as and when necessary for assigned tasks. The locations and addresses of the campuses of the University are available on the University's website.			
Citizenship	Indians			
Other Requirements	Candidates should exhibit a strong dedication to advancing the mission and vision of Central Sanskrit University and implementation of the directions given in Central Sanskrit University's Act 2020 and its Statutes and Ordinances.			
Desirable Personality Traits	• **Innovation and Creativity**: The candidate should be able to ideate, take a constructive approach to problem-solving, and continuously innovate conventional methods while seeking out new ideas and solutions. • **Communication:** Clearly and effectively sharing ideas and information with others. • **Teamwork:** Collaborating well with others to achieve common goals. • **Curiosity and Self Development:** Continually seeking to learn and grow both personally and professionally. • **Professionalism:** Demonstrating reliability, integrity, and a strong work ethic.			
Submission for Online Application	Last date of submission of online Application is 8th July 2025			
Selection Process	**Round 1**	Online Application	The candidates are required to submit the online application form through the following link and upload necessary documents. Link : https://yp.sanskrit.ac.in/	
	Round 2	Aptitude Test	The aptitude test will be conducted. The location of the centres will be in different zones PAN India, as follows: ➤ Delhi ➤ Bhopal ➤ Kolkata ➤ Bangalore ➤ Jaipur The list of eligible candidates and the schedule of the test will be published on the website. Candidates are required to select their preferred location for appearing in the aptitude test. In case there are not enough candidates at a particular center, the center will not be created, and candidates will be required to appear at the nearest available center or in Delhi. Further details in this regard will be shared on the registered email ID of the candidates.	

	Round 3	A. Document Verification B. Statement of Purpose (Written Test) C. Group Discussion D. Interview	Selected candidates for Round 3 tasks will be notified through their registered email ID at least 15 days in advance. Candidates will be required to report in person for Round 3 of the selection process at the designated venue in Delhi, on the scheduled date and time.

Any modification in the above schedule will be notified through the website (www.sanskrit.nic.in) or to candidate's registered email ID only. Candidates are advised to visit the CSU's website and check their registered e-mail ID, including their Spam folder regularly for further updates.

For any technical support during registration /online application submission etc., contact at support-recruitment@csu.co.in.

In case any candidate fails to submit the application within the prescribed time or is unable to appear in any round of the selection process due to technical reasons, internet issues, or any other incidental cause, the University shall not be responsible.

General Terms and Conditions	1. The engaged Young Professionals shall provide services at the Headquarters Office of the University for works pertaining to Headquarters Office and the 12 Campuses of the University located in different states across the country. As per requirements, they may be required to visit the University Campuses as and when necessary for assigned tasks. The locations and addresses of the campuses of the University are available on the University's website. 2. The University reserves the right whether to make engagement of Young Professionals as per advertisement or not. 3. The number of requirements of above-mentioned position may increase as per requirement/decision of the Competent Authority. 4. No travel, accommodation, daily allowances or any additional compensation, will be offered for attending any round during the selection process. 5. Merely attending the selection process and issuing Offer of Engagement subsequently, will not entail the candidate for claiming the engagement unless the candidate fulfils the requisite eligibility criteria for engagement as per advertisement and documental verification. 6. No other compensation apart from consolidated remuneration will be admissible for attending the office on holiday and working beyond normal office hours. 7. Any judicial matters related to this issue will be filed under the jurisdiction of Delhi. 8. If there exists any controversy in the selection process or any dissatisfaction of the candidate therefore, the decision of Hon'ble Vice Chancellor, CSU shall be final. 9. The University reserves the right to terminate this engagement at any time even before the stipulated time, without assigning any reasons.

Sd/-
Registrar