

## **Rules, Procedures, recruitment and promotional policies of K.K.Wagh Education Society, Nashik**

- ❖ Vacancies in each department for teaching posts are computed based on the workload and existing available staff. An advertisement is prepared as per Reservation policies and vacancies, to ensure the percentage reservation provided for the reserved categories.
- ❖ The advertisement is sent to the University for its sanction. The copy of the advertisement for recruitment of the teaching staff is also submitted to Reservation Cell of the University of Pune.
- ❖ Applications are invited by publishing the advertisement in leading National, State and Local newspapers and Institution's website after approval from the University authorities.
- ❖ Selection Committee duly constituted by the University of Pune interviews, adjudges the merit of each candidate, and prepares a list of selected candidates on a preferential basis.
- ❖ The institution submits the recommendations of the Selection Committee to the Pune University for its approval.
- ❖ Based on the vacancies, the appointment letters are sent to the candidates strictly as per the list prepared by the University Selection Committee.
- ❖ The institution submits necessary documents of the persons who joins duty against the appointment letters to the University for Teacher's Approval.
- ❖ After two years of probation and satisfactory performance recorded as in the confidential reports, the Governing Body confirms the appointments on a permanent basis.
- ❖ The recruitments of technical, non-technical and non-teaching staffs for Class -II (Administrative posts), Class -III and Class-IV, are done as per the norms.

## **Promotion/Selection Policies**

- ❖ Selection of the teaching staff members to Assistant Professor and Professor grades is done as per the norms of the University of Pune mentioned above.
- ❖ Promotion policy for teaching staff exists for career advancements such as Lecturer(Sr.Scale) and Lecturer(Selection Grade).
- ❖ Promotion policy exists for class II, III, IV, and class II (administrative posts) for technical, non-technical and non-teaching staff.