



JAMIA HAMDARD

(Deemed to be University)

Accredited by NAAC in 'A+' Category

Hamdard Nagar, New Delhi- 110062

Advertisement No.: NT – 04/2026

Dated: 18-02-2026

ADVERTISEMENT FOR NON-TEACHING POSITIONS IN JAMIA HAMDARD

Jamia Hamdard (JH) is a Deemed to be University, declared by the Government of India, Ministry of Education vide Gazette Notification dated 10th May, 1989. JH is a research oriented organization and ranked in the top 50 Universities in India and also ranked 1 in Pharmacy category in NIRF-2024. Applications are invited from the eligible candidates for the below mentioned posts in Jamia Hamdard to be filled on Tenure/ Deputation/ Regular/Re-employment/ Contractual Basis as per details mentioned therein. The last date for the submission of applications is **11th, March 2026**.

Post Code	Name of Post	Group	No. of Post	Scale of Pay/ Salary	Mode of Appointment
001.	Finance Officer	A	01*	Level-14 (Rs. 144200-218200/-)	Tenure/ Deputation / Re-employment / Contractual Basis
002.	Law Officer	A	01	Level-10 (Rs. 56100-177500/-)	Regular/ Contractual/ Deputation Basis
003.	Estate Officer	A	01	Level-10 (Rs. 56100-177500/-)	
For Centre for Distance & Online Education (CDOE), Jamia Hamdard					
004.	Technical Associate	-	01	Consolidated Salary#	Contractual Basis
005.	Web Developer	-	01		
006.	Technical Assistant	-	01		

**Those who have applied earlier for these posts against earlier advertisements are required to apply afresh. However, they do not have to pay application fee again. They just need to enclose a copy of the payment of application fee as paid in response of the earlier advertisement.*

Consolidated Salary as per JH norms.

Note:

- Interested candidates may send their applications in the prescribed proforma along with their Curriculum Vitae with two references under whom the applicant has served two years & above and copy of certificates of education and experience by Post/by hand superscribing on the top of the envelope, the Post applied for, Post Code with advertisement number & date so as to reach by **11th, March 2026** to the below mentioned address:

Office of the Assistant Registrar,
Establishment Section
Jamia Hamdard, Hamdard Nagar,
New Delhi-110062

Other Terms & Conditions:

1. Applications shall be submitted in the prescribed formats only.
2. Details of the qualification and other requirements has been mentioned in the **Annexure A**.
3. The minimum qualification, pay and other benefits shall be as per the UGC/Statutory bodies/Jamia Hamdard norms. Jamia Hamdard reserve right to give offer of appointment either on regular or deputation or contractual basis.
4. Mere fulfilment of the minimum qualification and experience shall not entail a candidate to be short-listed for the selection process.
5. Jamia Hamdard reserves right to increase or decrease number of the vacancies and also may not fill up the few or all the vacancies as it may deem necessary in view of emerging circumstances. Jamia Hamdard may consider the candidature of the candidates who did not apply, if found suitable.
6. Jamia Hamdard reserves its right to draw a panel of candidates for engagement on contract for present & future requirements. Jamia Hamdard reserves the right to offer a candidate a position that is different/lower from the one originally applied for, based on the candidate's qualifications and suitability for other available positions.
7. Canvassing in any form will lead to outright rejection of the applications.
8. Incomplete applications in any respect will not be entertained by the Jamia Hamdard.
9. Those working in Central/State Universities or Government funded Higher Education Institutions (HEIs) may apply for deputation, subject to fulfilment the conditions as per rules.
10. No correspondence, whatsoever, will be entertained from candidates regarding conduct and result of interview and reasons for not being called for interview or selection.
11. The application in an envelope super scribed "Application for the Post _____, & Advt. No. ___& Date _____" may reach the following address on or before **11th, March 2026** through speed post/registered post/courier/By hand:

Office of the Assistant Registrar,
Establishment Section,
Jamia Hamdard,
Hamdard Nagar, New Delhi – 110 062

12. Applicants are required to submit the application fee as per below mentioned details;

Application Fee	Remarks
Rs. 1500/- (Rupees One Thousand Five Hundred only)	For Group A Posts.
Rs. 500/- (Rupees Five Hundred only)	Contractual Posts

13. Application fee should be submitted through the below mentioned online payment link or QR Code. After online payment, applicants are also required to enclose the print out of the online fee payment receipt and also to mention online payment reference/UTR number & date in the application form.

<https://eazypay.icicibank.com/eazypayLink?P1=bdB7xPW80LI+asB6wPyV/w==>

This can also be accessed through below QR code Applications received after the last date will not be considered and no correspondence in this regard will be entertained.



14. Candidates already in employment are required to apply through proper channel or submit an NOC at the time of interview/Selection Committee.
15. Candidates are advised to visit the website of Jamia Hamdard on regular basis (www.jamiahamdard.ac.in) for updates, amendments, corrigendum (if any), will be placed on the Jamia Hamdard website only.

Details of Qualifications and other Requirements:

Post Code	Name of Post	Qualification & Experience
001.	Finance Officer Tenure/ Deputation/ Contractual/ Re-employment Basis (Age of Retirement: 62 years)	Essential: 1. Master's degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed. 2. At least fifteen (15) years of experience as Assistant Professor in the Academic Level 11 and above or with eight (8) years' of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration. OR 3. Comparable experience in research establishment and/or other institutions of higher education. OR Fifteen (15) years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post. Desirable: Preference will be given to candidates having CA/ICWA qualification and/or with experience in university/educational institute.
002.	Law Officer (Regular/Contractual/ Deputation Basis)	Essential: LL.B with at least 55% marks from a recognized Indian Universities/Institutions with at least seven years' experience of law practice in a Court of Law in the civil/criminal/service matter duly certified by the concerned Bar Association or a combined experience of Seven years of law practice in a Court of Law and work experience in a similar capacity in a Government department/organization/autonomous body/Higher Educational Institution (HEI). OR LL.M with at least 55% marks from a recognized Indian Universities/Institutions with at least five years' experience of law practice in a Court of Law in the civil/criminal/service matter duly certified by the concerned Bar Association or a combined experience of five years of law practice in a Court of Law and work experience in a similar capacity in a Government department/organization/autonomous body/Higher Educational Institution (HEI).
003.	Estate Officer (Regular/Contractual/ Deputation Basis)	Essential: ME/M.Tech or BE/B.Tech in Civil Engineering from a recognized University/Institute of repute with 55% marks or its equivalent grade and minimum five (05) year experiences in planning, construction and maintenance of Building, Transport and Estate Management. Desirable: Experience in a recognised Higher Education Institution in Central/State Government, Autonomous Organizations including Estate Management, Material Management etc. Sound knowledge of computer applications and ICT. Preference will be given to those who have worked in the Structural Engineering and Architect.
004.	Technical Associate (Contractual)	Essential: MCA/M.Tech. in Computer Science or relevant field with minimum 3 years' relevant experience Job Responsibilities: For development of e-content as Self-Learning e-Modules.
005.	Web Developer (Contractual)	Essential: MCA/M.Tech. in Computer Science or relevant field with minimum 3 years' relevant experience Job Responsibilities: For providing web-based services through the ERNET new website and LMS coordination.
006.	Technical Assistant (Contractual)	Essential: B.Sc. (Computer Science)/B.Tech. (Computer Science) with minimum 2 years' relevant experience Job Responsibilities: Data Management and technical support to Examination Unit of CDOE as well as to help the faculty for Computer Science Lab.
