

**SCHEME OF RECRUITMENT – POST OF SUB-WARDEN (FULL-TIME)**

*Annex*

SE NO	POST & SALARY CODE	METHOD OF RECRUITMENT	QUALIFICATIONS
01	Sub-Warden (Full-time) Grade II U-MN 3(II)	By advertisement within the UGC and the Higher Educational Institutions in the first instance. If no suitable applicants are available, recruitment by procedure approved by the Government	i. A graduate of a recognized University. Preference will be given to those with experience in administration and management of Hostels. ii. Age : Not more than 45 years.
02	Sub-Warden (Full-time) Grade I U-MN 3(I)	By promotion Selection by interview	A Sub-Warden, Grade II who has completed six(06) years' satisfactory service in that grade may be considered for promotion to the post of Sub-Warden, Grade I
03	Sub-Warden / Special Grade U-MN 3(Sp)	By promotion Selection by interview	A Sub-Warden, Grade I who has completed ten(10) years' satisfactory service in that grade may be considered for promotion.

**SERVICE CONDITION**

Full-time Sub-Wardens shall reside in the halls of residence to which they are appointed. A sum to be stipulated by the Higher Educational Institution will be recovered from their salaries to meet the cost of Board.