



CENTRAL UNIVERSITY OF RAJASTHAN

(A Central University established in 2009 by an Act of Parliament)
NH-8, Bandarsindri, Tehsil Kishangarh, District Ajmer (Raj.)-305817
website: www.curaj.ac.in, Ph.: 01463-238755, 238593



CENTRAL UNIVERSITY OF RAJASTHAN

NH-8, BANDARSINDARI, DISTRICT AJMER (RAJASTHAN)

Tel: 01463-238755, Website: www.curaj.ac.in

Advt.: R/F.167/2025/1297

REQUIREMENT

10.07.2025

Online applications are invited from eligible candidates in the prescribed format for appointment on the following non-teaching positions purely on contractual basis for a period of one year or till further orders, whichever is earlier, in Central University of Rajasthan upto **10 August 2025 (11:59 PM)**:

- **Law Officer (UR)**
- **Video Editor (UR)**

For information regarding Posts, qualification, Application Form etc., please visit: www.curaj.ac.in.

REGISTRAR

राजस्थान केन्द्रीय विश्वविद्यालय

राष्ट्रीय राजमार्ग सं. 8, बांदरसिंदरी, जिला अजमेर (राज.)

Tel: 01463-238755, Website: www.curaj.ac.in

Advt.: R/F.167/2025/1297

रिक्ति अधिसूचना

10.07.2025

राजस्थान केन्द्रीय विश्वविद्यालय में निम्नलिखित पदों पर अनुबंध आधार पर एक वर्ष की अवधि अथवा आगामी आदेश, जो भी पहले हो, के लिए नियुक्ति हेतु योग्य अभ्यर्थियों से निर्धारित प्रारूप में ऑनलाइन आवेदन दिनांक **10 अगस्त 2025 (रात्रि 11:59)** तक आमंत्रित किये जाते हैं:

विधि अधिकारी (अनारक्षित)
वीडियो एडिटर (अनारक्षित)

पदों, योग्यता, आवेदन पत्र आदि के बारे में जानकारी विश्वविद्यालय की वेबसाइट www.curaj.ac.in पर देखें।

कुलसचिव



राजस्थान केन्द्रीय विश्वविद्यालय

राष्ट्रीय राजमार्ग सं. 8, बांदरसिंदरी, जिला अजमेर (राज.)

Tel: 01463-238755, Website: www.curaj.ac.in



CURAJ/R/F.167/2025/1297

रिक्ति अधिसूचना

10.07.2025

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विधि अधिकारी (अनारक्षित)
वीडियो एडिटर (अनारक्षित)

सफलतापूर्वक ऑनलाइन आवेदन करने के बाद, सभी आवश्यक दस्तावेजों की स्वयं सत्यापित प्रतिलिपि आवेदन के साथ दिनांक **16 अगस्त 2025** तक लिफाफे पर 'पद का नाम (अनुबंध आधार) हेतु आवेदन पत्र' लिखते हुए विश्वविद्यालय को निम्नलिखित पते पर भेजे :

कुलसचिव (भर्ती प्रकोष्ठ),
राजस्थान केन्द्रीय विश्वविद्यालय,
राष्ट्रीय राजमार्ग सं. 08, बांदरसिंदरी,
किशनगढ़, जिला अजमेर, 305817.

अंतिम तिथि के बाद कोई भी आवेदन पत्र स्वीकार नहीं किया जायेगा तथा आवेदन पत्र स्वतः ही खारिज कर दिया जायेगा। उम्मीदवारों को साक्षात्कार हेतु सम्बन्धित तिथि एवं समय पर विश्वविद्यालय में उपस्थिति देनी होगी। पदों, योग्यता, आवेदन पत्र आदि के बारे में जानकारी विश्वविद्यालय की वेबसाइट www.curaj.ac.in पर देखें।

Online applications are invited from eligible candidates in the prescribed format for appointment on the following non-teaching positions purely on contractual basis for a period of one year or till further orders, whichever is earlier, in Central University of Rajasthan upto **10 August 2025 (11:59 PM)**:

- **Law Officer (UR)**
- **Video Editor (UR)**

After successfully applying online, the self-attested copies of all the required documents alongwith application form should reach the university upto **16 August 2025** in an envelope duly superscripted "Application for the post of [Name of Post] (on contract basis)" to the following address:

Registrar,
(Recruitment Cell),
Central University of Rajasthan,
NH-8, Bandarsindri, Kishangarh,
Distt – Ajmer (Raj.). PIN – 305817

Applications received after the last date will not be considered and are liable to be summarily rejected. Candidates must report at University for Interview on prescribed date and time. The date, time of interview, prescribed Application Form, Details of essential qualification, experience and other particulars are available on the University website www.curaj.ac.in

कुलसचिव
Registrar



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Essential qualifications of Non-Teaching Positions (Contractual Basis)

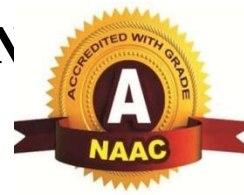
(Ref.: Advertisement No. CURAJ/R/F.167/2025/1297 dated 10.07.2025)

Posts	Minimum Eligibility
Law Officer (UR)	<p>Essential Eligibility Criteria:</p> <p>A. Master's degree in Law from recognized University / Institute with good academic record with at least 55% marks or an equivalent grade point in the grade point scale.</p> <p>B. Minimum two years' experience as an advocate or as a Law / Legal Officer in Legal Department of Central or State Government or University or any renowned organization or legal firm.</p> <p>Duties and responsibilities</p> <ul style="list-style-type: none"> • To prepare the para wise comments on the court matter and other grievances matter in consultation with Legal Advisor. • If required then present in the Court in consultation with Legal Advisor or Standing Counsel. • To coordinate with the University's Legal Advisor(s) and the concerned Schools/Departments/Centers on all court cases. • Giving accurate and timely legal advice on a variety of legal topics; Managing the University's litigation, coordinating with external legal counsel, Government Officials and devising appropriate legal strategies; • Managing internal legal processes and monitoring regulatory compliance; • Updating existing internal policies and formulating and implementing new regulations or policies as necessary; • Drafting, negotiating and reviewing various agreements, commercial contracts and other legal documents; • Drafting, reviewing and finalizing necessary briefs, notices, replies, RTIs and policy documents; • Communicating and negotiating with external parties including regulatory authorities, government departments and other third parties; • Providing clarifications on legal language or applicable law; Staying up-to-date with changes to legislation, particularly in relation to laws, rules and regulations that the University; • To perform any other duties assigned by the competent authority.
Video Editor (UR)	<ol style="list-style-type: none"> 1. Post-Graduation (Preferably in Mass Communication) with minimum 55% 2. Sound knowledge of Final Cut Pro (FCP), Premier Pro, After Effects, Motions Graphics & Photoshop. 3. Proficient in handling still and video camera as well. <p>Note: Candidates should have the sound knowledge of preparing short films, documentaries and promotional audio-visual content. Candidates must be creative and multi-tasking.</p>



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Terms & Conditions

(Ref.: Advertisement No. CURAJ/R/F.167/2025/1297 dated 10.07.2025)

1. The Law Officer shall be eligible for consolidated monthly salary of Rs. 60000/- per month only.
2. The Video Editor shall be eligible for consolidated monthly salary of Rs. 35,000/- per month only.
3. The candidate will not be entitled to any other benefits, which are admissible to the regular employees of the Central University of Rajasthan.
4. This engagement will not vest any right to claim for regular appointment in the University or for continued services in the University.
5. The University reserves the right to terminate this engagement any time even before the stipulated period in case of unsatisfactory performance, misconduct or any other administrative reasons / compulsions.
6. In case of any dispute / ambiguity that may occur in the process of selection, the decision of the University shall be final.
7. The candidate will have to perform such other duties and work as assigned by the Central University of Rajasthan from time to time.
8. On expiry of the period of this engagement as per the offer of engagement, the candidate will not be required to turn up for duties unless further extension is given by the University.
9. If it is detected by the Central University of Rajasthan during the period of engagement that academic credentials/age/experience are without standing, fake or substandard or your documents are false, fabricated, manufactured, tampered with or the candidate is not eligible for the post as per the prescribed educational qualifications and experience etc. which could not be detected at the time of selection due to whatever circumstances, the engagement shall be terminated forthwith and action will be initiated against the candidate as per rules.
10. Candidates are required to send the application form with all supporting documents in an envelope, duly superscripted "**Application for the post of (Name of post)**" to the following address:

**Registrar (Recruitment Cell),
Central University of Rajasthan,
NH-8, Bandarsindri, Kishangarh,
District - Ajmer, 305817 (Rajasthan)**

11. **The last date of submission of online application form is 10/08/2025 upto 11:59 PM and submission of Hardcopy of application form with all supporting documents is 16/08/2025 upto 05:00 PM.**
12. Applications received after the last date will not be considered and are liable to be summarily rejected.
13. The Schedule of interview will be published on university website separately.
14. In case of any dispute/suit or legal proceeding arises against the University, the Jurisdiction shall be restricted to the Rajasthan High Court Bench Jaipur.

**Registrar
Central University of Rajasthan**