



SPORTS UNIVERSITY OF HARYANA RAI, SONIPAT

(Established by the State Legislature Act, 21 of 2022)

Bulletin of Information for Non-Teaching Posts



Sports University of Haryana, Rai, Sonipat

(A State University Established by an Act of Haryana State Legislative Act, 21 of 2022 and recognized by UGC under Section 2 (f) of the UGC Act, 1956)

Website: www.suoh.ac.in

Contact: Sports University of Haryana, Near 20th Mile Stone (Biswa-Mile), NH-44, Rai, Sonipat, Haryana-131029



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RECRUITMENT NOTICE

(Advt. No. – 01/NT-2026, 02/NT-2026, 03/NT-2026, 04/NT-2026, 05/NT-2026)

Applications are invited from eligible candidates for regular non-teaching posts. Detailed instructions including posts, eligibility conditions, pay level, selection criteria etc. are available on the University website www.suoh.ac.in.

Last date of submission of application is 16.02.2026 (up to 05:00 PM) through Online Mode only, the link for applying the given positions shall be available from 01.02.2026. **After successful submission of the Application form through On-Line Mode, the candidate shall have to submit the signed copy of printout along with self-attested copies of the credentials/details along with proof of Fee Submission.**

The same must reach through Speed post / Regd. Post to the Dy. Registrar (Estt.), Sports University of Haryana, Beeswan Meel, NH- 44, Rai (Sonipat) - 131029. The applications submitted through On-Line mode, the Hard Copy of which is not submitted/received as per above schedule, shall not be considered in any case.

Sr. No.	Particulars	Relevant Dates
01	Go-Live of Application Mode through University Website www.suoh.ac.in	01.02.2026
02	Last Date of submission of Application through Online Mode along with prescribed Fee	16.02.2026
03	Submission of Signed Copy of the Application Form along with all credentials through Speed Post/Registered Post Only	23.02.2026

Any addendum/ corrigendum w.r.t this advertisement shall be posted only on the University Website. The candidates are advised to visit the University Website from time to time in their own interest and getting updates for the above recruitment process.

REGISTRAR



SPORTS UNIVERSITY OF HARYANA RAI, SONIPAT

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Endst. No: Estt/2025/ _____ Dated: _____.

A copy of above is forwarded to the following for information and necessary action:

1. Finance Officer, Sports University of Haryana, Rai, Sonipat, Haryana.
2. Website Administrator for uploading on the University website
3. Public Relations Officer, SUOH to publish this advertisement appropriately.
4. PA to HVC for kind information of the Hon'ble Vice Chancellor.

**Deputy Registrar (Estt)
for Registrar**



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Applications are invited for direct recruitment to following non-teaching budgeted posts through Speed post / Regd. post / by Hand: -

S.NO.	Advt. No.	Name of the Post	Pay Level	Group	No. of Post	Category	Post Code
01	01/NT-2026	Deputy Registrar	FPL-12	A	01	UR-1	1001
02	02/NT-2026	Assistant Registrar	FPL-9	B	01	UR-1	1002
03	03/NT-2026	Placement Officer	FPL-9	B	01	UR-1	1003
04	04/NT-2026	Web-site Administrator	FPL-9	B	01	UR-1	1004
05	05/NT-2026	Public Relation Officer	FPL-8	B	01	UR-1	1005

Complete details including eligibility conditions, selection criteria and general instructions are available at university website www.suoh.ac.in

Application Fee for the post/s to be applied is to be submitted through online mode only, as per details mentioned below: -

S. No.	Category of Candidates	Fee (in INR)
01	For all persons of Haryana with Benchmark Disability (PwBD) with at least 40% disability	NIL
02	Candidates belonging to OSC, DSC, BC-A (Non-Creamy layer, BC-B (Non-Creamy layer), ESM, EWS and Woman Candidates of Haryana	500/-
03	DESM candidates of Haryana belonging to their vertical category OSC, DSC, BC-A (Non-Creamy layer, BC- B (Non-Creamy layer), ESM, EWS of Haryana	500/-
04	DESM candidates of Haryana belonging to UR Category	2000 /-
05	All remaining candidates	2000/-

***UR: Unreserved Category**

***DSC: Deprived Scheduled Caste**

***OSC: Other Scheduled Caste**

***BC-A: Backward Class A**

No fee concession is admissible to applicants having Domicile from States/UTs other than Haryana.

Registrar



GENERAL TERMS & CONDITIONS

- 1. The Applicant must be citizen of India. No application shall be accepted through Off-Line Mode.**
2. Applicants are advised to ascertain their eligibility before applying to ensure that they are indeed eligible in terms of minimum eligibility conditions as on cut-off date i.e. the last date of application. All the Certificates/documents relating to eligibility conditions including qualification, experience will be determined with regard to last/cut-off date.
3. Applicants are advised to fill their application form carefully and correctly such as Name, Father's/Mother's name, Date of Birth, Marital Status, Category, Qualification, marks obtained, passing year, photo, Signature, experience, fee & other details etc. Applicants are advised to check the spellings as per documents. No request for change of any particular on the application form shall be entertained after submission on any other ground. Applicant will be responsible for any mistake in the data filled in application form and fee paid.
4. An applicant needs to apply by filing up all the requisite fields in the application form and attach the Fee Slip & all supporting documents completed form should reach within the prescribed date/s. Application without required application fee, self-attested copies of certificates/ testimonials will be rejected. Incomplete applications or received after last date of receipt will be rejected and no correspondence will be entertained in this regard.
5. The University will not be responsible for any error/omission/commission/ suppression of information by an applicant knowingly/unknowingly/overtly/ covertly while filling the application form and uploading documents. Neither any document by hand/email/ post nor will any request for any change be accepted / considered after last date of submission of application. However, the University may ask any additional documents in support of any information/document for clarity as & when so required.
6. The decision of the University in all matters relating to acceptance or rejection of an application, eligibility/suitability of the candidates, mode and criteria for selection etc. will be final and binding on the applicants. No inquiry or correspondence will be entertained in this regard.
7. If on verification at any stage starting from submission of application form till appointment and any time even after appointment, it is found that an applicant does not fulfill any of the eligibility condition or it is found that the information/document furnished is false or incorrect, his/her candidature will be cancelled and he/she will also be liable for action as per rules, in addition to criminal prosecution, irrespective of any benefit availed or not by furnishing the false/ incorrect information.



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8. The University reserves the right to call any applicant personally along with copy of the application form with enclosed documents original certificates and photocopy of self-attested certificates along with Photo, Identity Proof i.e. Identity Card/Driving License/Passport/Voter Card/Pan Card/Aadhar Card etc.
9. If any candidate wants to apply for more than one post, he/she is required to apply separately with prescribed fee for each of the post/s to be applied.
10. Minimum age of the applicant must not be below 18 years and above 42 years. Age relaxation to the applicant under various categories shall be given as per the provisions in the General Administration Department, Haryana Govt. notification no. 22/132/2013-1GS-III dated 22nd March 2022 or as amended time to time by the Govt of Haryana.
11. Applicant who is already in service of Govt./Semi Govt./Autonomous Bodies shall submit his/her application through proper channel along with vigilance clearance certificate from the Competent authority. However, an advance copy of the application may be sent and in case application is not forwarded due to whatever reasons till the time of written test/ Interview as the case may be, "No Objection Certificate along with the Vigilance Clearance Certificate in a sealed cover" from the employer have to be produced.

Candidature of applicants without NOC may be summarily rejected.

12. The eligibility conditions for respective posts are at **Annexure-A**. The requisite qualification and relevant experience etc. for eligibility shall be determined as on the last date of receipt of application.
 13. It will be mandatory to qualify the written and/or skill test (wherever applicable). The qualifying marks in written/skill test shall be 50%. The written test will be held in English language only. In first stage, all the applicants will be allowed to appear in written/skill test on provisional basis i.e. without ascertaining the eligibility and only those who qualify the test will be further scrutinized for eligibility as per the Eligibility Criteria advertised in the advertisement.
 14. The prescribed essential qualifications and experience indicated are bare minimum and mere possession of the same will not entitle any candidate to be shortlisted for further selection process. The University may restrict the shortlisted applicants, who qualify the Written Test to a reasonable number on the basis of the marks obtained in written and/or skill test.
 15. All qualifications must be attained from recognized Board/Universities/Institutes. The applicants who have obtained qualifications from any Board/ University/ Institution declared fake or not recognized by respective regulatory bodies shall not be eligible for consideration for any of the post advertised.
 16. The scrutiny of applications will be done on the basis of the information filled and documents submitted by the applicants and thus remain provisional till the same gets verified. If on verification, any information/document is found to be incorrect at any stage (even after selection) the applicant will be liable for prosecution as per rules.
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17. The experience will be considered only after acquiring the essential qualification.
18. In case, the University receives less than three applications for the specific post/vacancy advertised, the said post/vacancy will be re-advertised. If even after re- advertisement, the number of applications received remains less than three then the post may be filled after following the due selection process.
19. Experience Certificate should be issued by competent authority of the concerned Department/Commission/Board/Corporation etc. on the authorized letter head/letters duly mentioning the reference no and date of issue. The same should bear the Name, Signature, Designation and Stamp of the Issuing Authority.

In experience certificate designation, salary details, date of posting, period of service and date of issuing should be clearly mentioned. Joining letter/Certificate issued by service provider & other documents shall not be considered.

20. **Provision of assistance of scribe to Persons with Benchmark Disabilities: -**

As per the guidelines issued by the Govt of Haryana, following facilities will be made available to Persons with Benchmark Disabilities:

- I. In case of persons with benchmark disabilities in the category of blindness, locomotor disability (both arms affected-BA) and cerebral palsy, the facility of scribe **or** compensatory time of 20 minutes per hour will be provided by the University, if desired by the candidate. Candidates will be provided with Scribe only if they apply for availing the scribe facility in online application form.
- II. In case of remaining categories of persons with benchmark disabilities, the provision of scribe will be provided on production of a certificate at the time of examination to the effect that the person concerned has physical limitation to write, and scribe is essential to write examination on his/ her behalf, from the Medical Board consisting of Chief Medical Officer and at-least two other members of a Government health care institution. Candidates will be provided with Scribe **or** compensatory time of 20 minutes per hour will be provided, if desired by the candidate, only if they apply for availing the scribe facility in online application form and upload the certificate with application form as per **Annexure - D**.
- III. The qualification of the scribe should be one step below the minimum qualification prescribed for the post. The candidates with benchmark disabilities opting for scribe shall be required to submit details of the scribe at the time of examination as per proforma at **Annexure-D**. In addition, the scribe has to produce a valid ID proof in original at the time of examination. A photocopy of the ID proof of the scribe signed by the candidate as well as the scribe will be submitted along with proforma at **Annexure-D**.
- IV. Scribe should not be a candidate of the same examination. If a candidate is detected as assisting another PwBD candidate as scribe in this examination, then the candidatures of both the candidates will be cancelled.



- V. No attendant other than the scribe for eligible candidates will be allowed inside the examination hall.
- VI. The PwBD candidates who have availed the facility of Scribes shall be deemed to have availed benefit of relaxation and must produce relevant documents for the eligibility of scribe when called upon to do so by the University.
21. A candidate who is or has been declared by the University to be guilty of:
- i. Obtaining support for his candidature by the following means, namely:
- a) Offering illegal gratification to; or
 - b) Applying pressure on; or
 - c) Blackmail, or threaten to blackmail any person connected with examination; or
- ii. Impersonation; or
- iii. Procuring impersonation by any person; or
- iv. Submitting fabricated documents or documents which have been tampered with or
- v. uploading irrelevant photos in application form in place of actual photo/signature.
- vi. Making statements which are incorrect or false or suppressing material information; or
- vii. Resorting to the following means in connection with his candidature for the examination, namely: -
- a) Obtaining copy of question paper through improper means;
 - b) Finding out the particulars of the persons connected with secret work relating to the examination;
 - c) Influencing the examiners; or
- viii. Being in possession of or using unfair means during the examination; or
- ix. Writing or drawing obscene or irrelevant matter / sketches in the scripts; or
- x. misbehaving in the examination hall including tearing of the scripts, provoking fellow examinees to boycott examination, creating a disorderly scene and the like: or
- xi. Harassing or doing bodily harm to the staff employed by the Selection Committee/Commission for the conduct of their examination: or
- xii. Being in possession of or using any mobile phone, (even in switched off mode). pager or any electronic equipment or programmable device or any kind of electronic device including storage media like pen drive, any kind of watches etc. or camera or Bluetooth devices or any other equipment or related accessories either in working or switched off mode capable of being used as a communication device during the examination; or
- xiii. Violating any of the instructions issued to candidates along with their admission certificates permitting them to take the examination; or
-



xiv. Attempting to commit or, as the case may be, abetting the University of all or any of the acts specified in the foregoing clauses; may in addition to rendering himself liable to criminal prosecution, be liable: -

a) To be disqualified by the University from the Examination; and/or

b) To be debarred either permanently or for a specified period: -

i. By Selection Committee/Commission, from any examination or selection held by them;

ii. By the central government from any employment under them; and

c) If he is already in service under Government to disciplinary action under the appropriate rules:

Provided that no penalty under this rule shall be imposed except after: -

i. giving the candidate an opportunity of making such representation in writing as he may wish to make in that behalf; and

ii. Taking the representation, if any, submitted by the candidate within the period allowed to him into consideration.

22. Concealment of facts or supply of wrong information will result in cancellation of candidature at any time in addition to legal action.

23. Any type of corrigendum/addendum/amendment/notice/updating etc. related to this advertisement shall be uploaded on university website. Further, the University will not send any further information/call letters by post/newspapers. Therefore, the Candidates are advised to regularly keep on visiting the University website.

24. Applicants must have a valid active personal mobile number/email ID (not to be changed till the process gets over) as the relevant information may be emailed/SMS. The University will not be responsible for non-delivery of email/SMS.

25. No correspondence what so ever will be entertained from the candidates regarding conduct/result and the reason for not being called for Test/Interview.

26. All the documents to be attached with the application should be self-attested with page number & details of enclosed documents should be specified otherwise the candidate will be responsible for misplace/loss of any enclosed document(s).

27. The University reserves the right to increase or decrease or not to fill or withdraw any or all of the advertised posts without assigning any reason at any stage.

28. All disputes will be subject to Jurisdiction of Sonipat Court only.



How to apply:

Please read the instructions carefully before applying. Applicants willing to apply are advised to submit the duly filled application form through On-Line Mode only by visiting the given link on University Website www.suoh.ac.in. No other mode is allowed to apply for these posts.

After applying the post/s through online and successful submission of application form along with uploading the copies of Educational, Experience and other documents and submission of Application Fee for the applied post/s, the candidates shall have also to submit the Hard Copies (duly signed & self-attested) of Application Form, documents and Fee receipt etc. to the given address as mentioned in the advertisement through Registered/Speed Post or by hand by obtaining the proper acknowledgement/receipt.

The Address for submission of the above shall be as under: -

**Dy Registrar (Estt),
Sports University of Haryana,
Beeswan Meel, NH- 44, Rai (Sonipat)
PIN - 131029.**

Eligibility Criteria for the Posts

Advt. No.: 01/NT-2026

Post Code: 1001

Deputy Registrar

a. Essential Qualification

- 1) A Master's Degree with at least 55% of the marks or its equivalent grade of B in the UGC seven-point scale.
- 2) Five years of experience as a Lecturer in a College or a University with experience in Educational Administration.
OR
Comparable experience in Research Establishment and/or other Institutions of Higher Education.
OR
Five years of administrative experience as Assistant Registrar or in an equivalent post.

b. Desirable Qualification

- I. Relevant experience of work in sports organization, sports administration and sports management.
- II. Experience in university administration/ Finance and familiar with the working of University bodies and institutions.
- III. Thorough knowledge of service matters/accounts/budgets/ conduct of examination etc.

Advt. No.: 02/NT-2026

Post Code: 1002

Assistant Registrar

a. Essential Qualification

- 1) Master's Degree with at least 55% marks from a recognized university /Institution or an equivalent grade in a point scale wherever grading system is followed.
- 2) 5 years of experience in a supervisory capacity in a recognized University/College/ recognized educational institute or Examination Board /National Level Research Institute/Government office Public Sector Undertaking.
- 3) Should have good knowledge of working on computer.
- 4) Knowledge of Hindi/Sanskrit up to Matric/10th Standard

b. Desirable Qualification

- I. Relevant experience of work in sports organization, sports administration and sports management.
- II. Experience in university administration/ Finance and familiar with the working of University bodies and institutions.
- III. Thorough knowledge of service matters/accounts/budgets/ conduct of examination.

Advt. No.: 03/NT-2026

Post Code: 1003

Placement Officer

a. Essential Qualification

- 1) Post-graduate in any discipline from recognized University in India.

b. Desirable Qualification

- I. Candidates who have Post-graduate Diploma in Journalism & Mass Communication with adequate teaching experience at any level will be given preference.
- II. Relevant experience of work in sports organization, sports administration and sports management.
- III. Experience in university administration/ Finance and familiar with the working of University bodies and institutions.
- IV. Thorough knowledge of service matters/accounts/budgets/ conduct of examination.

Advt. No.: 04/NT-2026

Post Code: 1004

Web-site Administrator

a. Essential Qualification

- 1) BE/B. Tech/M Tech/M Sc. (Computer Science /IT)/ MCA with 55% marks
Or
B/C Level course from DOEACC/NIELIT
- 2) Min 3 years' experience as Programmer in Development/Web Management/development in Software portal application a reputed organization.
- 3) Knowledge of Hindi /Sanskrit up to Matric or at higher Level

b. Desirable Qualification

- I. Knowledge of the principles and practices of administering a website in a higher education environment, as well as the associated trends, issues, and best practices.
- II. Knowledge of HTML5, CSS3, and Java script
- III. Good technical skills, including proficiency in Adobe CS and SharePoint
- IV. Strong analytical and problem-solving skills
- V. Excellent interpersonal and communication skills.

Advt. No.: 05/NT-2026

Post Code: 1005

Public Relation Officer

a. Essential Qualification

- 1) Post Graduate Degree in Mass Communication/Journalism/Advertising Management and Public Relations with 55% marks.
- 2) At least 3 years' experience on a responsible position in Information or Public Relations Department of the State/Central Undertaking/University/Govt./Public Sector Accredited News Agency/National Newspaper.
- 3) Good command over English and Hindi languages.
- 4) Adequate knowledge of Computer.

b. Desirable Qualification

- I. Experience in editing/publishing house journal/newsletters.
- II. Experience in independent reporting/preparing press release of seminars/symposia/conferences of academic/research institutions
- III. Working knowledge of newspapers/Magazines.
- IV. Experience of office management.
- V. Working knowledge in computer preferable desk top publishing.
- VI. Knowledge of modern methods of mass communication.

Experience Certificate

(Strictly to be submitted only upon the Letter Head of the institution concerned and must be signed & duly stamped by Head of the Institution)

Ref No. _____

Date :- _____

This is to certify that. _____ has been employed as
(Designation) in the Department/Branch of _____ at
_____ (Name of Institution/Organization) from
_____ to _____ on the Pay Scale of
_____ with Grade Pay (if any) _____.

During his/her tenure, _____ has performed his/her duties
diligently, honestly, and with utmost sincerity. He/she has demonstrated excellent professional
competence, discipline, and dedication towards the assigned responsibilities.

We have found him/her to be hardworking, responsible, and cooperative. His/her conduct
during the period of service has been satisfactory and no disciplinary proceedings/Charge-Sheet
or any other Mis-conduct has been committed by him/her during the above state duration.

This certificate is issued upon his/her request for the purpose of applying to
_____ position at the Sports University of
Haryana advertised vide Recruitment Notice _____ dated _____.

Date: _____

Place: _____

(Signature & Stamp of the Head of the Institution)

Name: _____

Designation: _____

Seal of the Institution/Organization

No Objection Certificate (NOC)

(Strictly to be submitted only upon the Letter Head of the institution concerned and must be signed & duly stamped by Head of the Institution)

Ref No. _____

Date :- _____

This is to certify that Dr./Ms./Mr./Mrs. _____, who is presently working as _____ in the Department/Branch/Office of _____ at _____ (Name of Institution/Organization), has sought permission as per the Institution's Norms about applying for the said position at the Sports University of Haryana.

This institution has no objection to Dr./Ms./Mr./Mrs. _____ applying for the above position and, if selected, he/she shall be relieved as per the rules of the institution in this regard.

It is also certified that no vigilance case or disciplinary proceeding is pending or contemplated against him/her in this institution. And, during his appointment as such in this institution, he/she have never been subjected to any mis-conduct in the institute.

This certificate is issued at the request of Dr./Ms./Mr./Mrs. _____ for the purpose of applying to the aforesaid position.

Date: _____

Place: _____

(Signature & Stamp of the Head of the Institution)

Name: _____

Designation: _____

Seal of the Institution/Organization

Annexure – D

Letter of Undertaking for Using Own Scribe

I, _____, a candidate with _____ (name of the disability) appearing for the _____ (name of the examination) bearing Roll No. _____ at _____ (name of the centre).

My qualification is _____. I do hereby state that _____ (name of the scribe) will provide the service of scribe/reader for the undersigned for taking the aforesaid examination. I do hereby undertake that his/her qualification is less than minimum qualification of the said post. In case, subsequently it is found that his/her qualification is not as declared by the undersigned and is beyond my qualification, I shall forfeit my right to the post and claims relating thereto.

Dated:

(Signature of the candidate with disability)