

**Recruitment Procedure**

Procedure to be followed in the recruitment of Teaching staff under Management cadre:-

SNO	Particulars
1	Management approves vacant posts to be filled by Direct Recruitment. @
2	Applications are invited from eligible candidates in respect of posts to be filled by Direct Recruitment through notifications. For this Advertisements are given in the leading English dailies.
3	Once the applications are received they will be scrutinized as per the qualification and experience prescribed and then the eligible candidates are shortlisted for the interview.
4	Call letters will be sent to the shortlisted candidates to appear before the sub committee for interview.
5	Preliminary interview will be conducted by the Sub Committee and candidates are further short listed on the basis of marks obtained in the demo class.
6	Approval will be sought from the Chairman for conducting interview for the selection of candidates through the Board of Appointment with the following composition: <ol style="list-style-type: none"> <li>1. Chairman, BOG</li> <li>2. Donor Trustee &amp; Member Secretary, BMSET</li> <li>3. Chief Mentor</li> <li>4. Subject Experts</li> <li>5. AICTE Nominee</li> <li>6. VTU Nominee</li> <li>7. Head of the Department</li> <li>8. Principal &amp; Member Secretary</li> </ol>
7	Call letters will be sent to the shortlisted candidates to appear before the Board of Appointment for interview.
8	The candidates are selected in the Board of Appointment on the basis of merit.
9	Proceedings of the Board of Appointment will be placed before the Board of Governors for approval.
10	After the approval of the Board of Governors offer letters will be issued to the candidates selected by the Board of Appointments with a 15 days' time to accept the offer.
11	After obtaining acceptance letter from the candidate, Appointment Order will be issued to the candidates.

@ Note: In case of urgency, the approval of Chairman, BOG is taken pending ratification by BOG.

**Recruitment Procedure**

Procedure to be followed in the recruitment of Non-Teaching staff under Management cadre:-

SNO	Particulars
1	Management approves vacant posts to be filled by Direct Recruitment. @
2	Applications are invited from eligible candidates in respect of posts to be filled by Direct Recruitment through notifications. For this Advertisements are given in the leading English and kannada dailies.
3	Once the applications are received, they will be scrutinized as per the merit in qualification and experience prescribed and then the eligible candidates are shortlisted for the interview.
4	Approval will be sought from the Chairman for conducting interview for the selection of candidates through the <u>Board of Appointments</u> with the following composition: <ol style="list-style-type: none"> <li>1. Chairman, BOG</li> <li>2. Donor Trustee &amp; Member Secretary, BMSET</li> <li>3. Chief Mentor</li> <li>4. Head of the Department (For Tech.Staff)/ Person nominated by Principal (Admn. Staff)</li> <li>5. Principal &amp; Member Secretary</li> </ol>
5	Call letters will be sent to the shortlisted candidates to appear before the Board of Appointments for interview.
6	The candidates are selected by the Board of Appointments on the basis of merit and experience.
7	Proceedings of the Board of Appointments will be placed before the Board of Governors for approval.
8	After the approval of the Board of Governors, Appointment Order will be issued to the candidates selected by the Board of Appointments. @

@ Note: In case of urgency, the approval of Chairman, BOG is taken pending ratification by BOG.