



## UNIVERSITY OF HYDERABAD

Office of the Registrar  
Establishment Section –II

No: UH/E-II/C1/DPC/2026/

Date: 08-06-2026

### NOTIFICATION

Sub: Inviting applications for promotion to the post of Professional Assistant through DPC – Notification issued - Reg.

Ref: 1) This Office Notification No. UH/E-II/C1/DPC/2026/2402, dated 25-05-2026.  
2) R&CC Office Note No. UH/RCC/F.27-III/2026/9896, dated 08-06-2026.

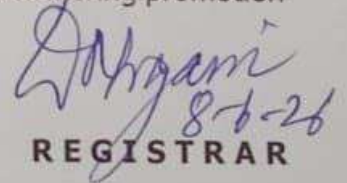
1. In continuation of the Notification cited above, the Departmental Promotion Committee (DPC) will consider the suitability of employees in the feeder grade for promotion to the vacant posts of **Professional Assistant** (including anticipated vacancies up to 30-06-2026), as detailed below:

Sl. No.	Name of the Post	No. of vacancies	Reservation Points
1.	Professional Assistant	05	SC-1*; ST-1*; UR-3

\*Backlog vacancy(ies).

2. A Typewriting Skill Test (qualifying in nature) is a compulsory requirement for promotion. Thus, a typewriting test shall be conducted.
3. *The candidates to be considered for promotion must comply with the prescribed eligibility criteria as on the date of issue of the Notification. Detailed eligibility requirements are provided in Annexure-I.*
4. The Typewriting Skill Test will be held on **June 12, 2026**, at 10:00 a.m. at the Centre for Integrated Studies (CIS), South Campus, University of Hyderabad.
5. The employees who fulfil the eligibility criteria mentioned in Annexure-I prescribed for promotion, shall apply on plain paper through proper channel to the Deputy Registrar (Establishment-II) on or before 4.00 pm. of **June 10, 2026**. Only those candidates fulfilling the eligibility criteria shall be called for the Typewriting Skill Test.
6. The number of vacancies indicated above is tentative. The University reserves the right to fill any vacancies (incl. anticipated/consequential), to increase/decrease the number of vacancies, and also to withdraw any of the vacancies from the notification, if the circumstances so warrant based on any omission or commissions noticed after issue of this notification or the vacancies in the higher grade not filled from the feeder grade; such vacancies, despite the candidates qualify in the Department Test(s) and/or Typing/Skill Tests, shall not be considered.
7. The qualifying marks for the Typewriting Skill Test on computers for considering promotion shall be as follows:

General Category : 40%  
SC/ST/PwBD : 35%

  
REGISTRAR

### Encl: Annexure-I

To  
All Deans of Schools } with a request to bring to the notice of all concerned  
All Heads of Depts./Centres/ Sections}

All Notice Boards  
Webmaster...with a request to upload the notification on the University website.

**Copy to:**

1. OSD to Vice-Chancellor.
3. P.S. to Finance Officer.

2. Section Officer, O/o. Registrar's Peshi.
4. P.S. to Controller of Examinations.



UNIVERSITY OF HYDERABAD

Annexure-I

ELIGIBILITY CRITERIA AND DETAILS FOR THE TYPEWRITING SKILL TEST

Sl. No	Name of the post & Pay Level	Educational Qualifications as per RR	Eligibility criteria as per the existing promotion policy	Syllabus for Exam
1.	Professional Assistant Pay Level: 6	Must possess at least a Bachelor's Degree in Library / Library and Information Science from any recognized Institute / University.	Junior Professional Assistants with five (5) years of regular service in Level:5 through Seniority-cum-Fitness, subject to qualifying in the computer typing test.	A skill test on Computers with a Typing speed of 35 words per minute in English.

Date: 08-06-2026

*Ahmad*  
8-6-26  
REGISTRAR