



TEZPUR UNIVERSITY

(A Central University)

Tezpur – 784 028 (ASSAM)

ADVERTISEMENT NO. 06 / 2015

Applications in the **prescribed form** are invited from eligible candidates for the following posts:

PART-A: Details of the post(s), number of post(s), pay bands, age limit and reservations

Sl. No.	Post(s), No. of Post(s), Department / Office	Classification of Posts	Pay Band & Grade Pay	Age Limit	Reservation
1.	Internal Audit Officer (on Deputation) (1)	Group-A	PB-3: Rs. 15,600-39,100/- <i>plus</i> Grade Pay: Rs. 7,600/-	Not exceeding 55 Years	UR
2.	Deputy Director (Training & Placement) (1)	Group-A	PB-3: Rs. 15,600-39,100/- <i>plus</i> Grade Pay: Rs. 7,600/-	Not exceeding 45 Years	UR
3.	Information Scientist (Central Library) (1)	Group-A	PB-3: Rs. 15,600-39,100/- <i>plus</i> Grade Pay: Rs. 5,400/-	Not exceeding 40 Years	OBC
4.	Assistant Librarian (Central Library) (1)	Group-A	PB-3: Rs. 15,600-39,100/- <i>plus</i> Academic Grade Pay: Rs. 6,000/-	Not exceeding 40 Years	SC
5.	Senior Technical Assistant (Food Engineering & Technology) (1)	Group-B	PB-2: Rs. 9,300-34,800/- Grade Pay: Rs. 4,200/-	Not exceeding 30 Years	OBC
6.	Senior Technical Assistant (Physics) (1)	Group-B	PB-2: Rs. 9,300-34,800/- Grade Pay: Rs. 4,200/-	Not exceeding 30 Years	SC
7.	Laboratory Assistant (Electronics & Communication Engineering) (01)	Group-C	PB-1: Rs. 5,200-20,200/- <i>plus</i> Grade Pay: Rs. 2,000/-	Not exceeding 27 Years	OBC
8.	Laboratory Assistant (Physics) (01)	Group-C	PB-1: Rs. 5,200-20,200/- <i>plus</i> Grade Pay: Rs. 2,000/-	Not exceeding 27 Years	UR
9.	Pump Operator (Engineering Cell) (1)	Group-C	PB-1: Rs. 5,200-20,200/- <i>plus</i> Grade Pay: Rs. 1,900/-	Not exceeding 27 Years	UR
10.	Machine Operator (Electronics & Communication Engineering) (1)	Group-C	PB-1: Rs. 5,200-20,200/- <i>plus</i> Grade Pay: Rs. 1,900/-	Not exceeding 27 Years	SC
11.	Research Assistant (CPS Centre for Women's Studies) (1)	-	Rs. 13,000/- (Fixed + HRA)	Not exceeding 30 Years	UR
12.	Professional Assistant (CPS Centre for Women's Studies) (1)	Group-B	PB-2: Rs. 9,300-34,800/- <i>plus</i> Grade Pay: Rs. 4,200/-	Not exceeding 27 Years	UR

NOTE (1): The posts at Sl. No. 11 & 12 are temporary under a scheme of the UGC. The appointment shall be valid till the continuance of the scheme. However, the posts are likely to be made permanent, subject to approval from the UGC.

NOTE (2): The above pay bands carry other allowances admissible as per Government of India rules.

NOTE (3): A relaxation of 5% shall be admissible to SC/ST/PWD where any percentage (%) of marks is prescribed as the minimum requirement of eligibility.

NOTE (4): **Age prescribed as above are for general category applicants.** Besides normal age relaxation for the reserved categories (5 years for SCs/STs, 3 years for OBCs, 10 years for PWD), Ex-serviceman and in-service personnel as per Government of India rules, further age relaxation to an otherwise qualified candidate including general category candidates shall also be considered depending upon experience and other added/ higher qualification(s) / experiences.

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NOTE (5): With regard to age limit, the crucial / reckoning date shall be the last date of receipt of applications as mentioned in the advertisement.

NOTE (6): Candidate(s) belonging to OBC (including MOBC) category shall submit a valid “**Non Creamy Layer**” certificate from the appropriate authority, failing which such candidate(s) shall not be considered as reserved category (OBC) candidates for the purpose of age concession as admissible to them and they shall be treated as General category candidates.

NOTE (7): Number of post(s) may vary due to sanction of new post(s) or dynamic vacancies.

NOTE (8): **The post of Internal Audit Officer shall be filled up on Deputation for a maximum period of five (5) years.** The deputation shall be on the standard terms of deputation contained in DoP&T O.M. No. 2/29/91-Estt.(Pay.II) Dated 05.01.1994 as ammended from time to time [*read with with DoP&T O.M. No. 6/8/2009-Estt.(Pay.II) Dated 17.06.2010*].

Abbreviations: UR-Unreserved, OBC-Other Backward Classes (including More Other Backward Classes), SC-Scheduled Caste, ST-Scheduled Tribe, PWD-Persons with Disability, HH-Hearing Handicapped, VH-Visually Handicapped, OH-Orthopaedically Handicapped

PART-B: Details of the educational qualification(s), experience, etc.

Sl. No.	Post(s), No. of Post(s), Reservation	Minimum educational qualification, desirable qualification / experience, etc.
1.	Internal Audit Officer (on Deputation) (1) (UR)	Officers holding analogous posts on regular basis <i>or</i> with five (05) years' regular service in the scale of pay of Rs. 10,000-325-15,200/- (pre-revised) / Rs. 15,600-39,100/- (PB-3) <i>plus</i> Grade Pay of Rs. 6,600/-from the Central / State Govt., Universities and other autonomous organizations.
2.	Deputy Director (Training & Placement) (1) (UR)	<p>Essential:</p> <ol style="list-style-type: none"> 1. A Master's Degree in any subject (preferably in Human Resource Management) with at least 55% of the marks or its equivalent grade of 'B' in the UGC Seven Point Scale (50% or equivalent grade for SC/ST). The requirement of 55% of the marks will not be insisted upon for candidates who are already in the university system, but the minimum marks in such cases shall be at least 50% of the marks or its equivalent grade. 2. At least five (05) years of experience in Training & Placement activities or relevant field(s) in a major institution / industry. <p>Desirable: 1) M. Phil. / Ph.D. Degree, 2) Longer result-oriented experience in Training & Placement activities in a university / academic institution / industry at a supervisory level (not below the rank of an Assistant Professor / Assistant Registrar).</p>
3.	Information Scientist (Central Library) (1) (OBC)	<p>Master's Degree in Library Science / Information Science / Documentation Science or an equivalent professional degree with at least 55% of marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record <i>with</i> Post Graduate Diploma in Computer Application (PGDCA) / MCA from a recognised university / institution.</p> <p>Desirable: Minimum two (02) years' experience in library automation, networking and web technology.</p>

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Sl. No.	Post(s), No. of Post(s), Reservation	Minimum educational qualification, desirable qualification / experience, etc.
4.	Assistant Librarian (Central Library) (1) (SC)	<p>1) Master's Degree in Library Science / Information Science / Documentation Science or an equivalent professional degree with at least 55% of marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record <i>with</i> knowledge of computerization of library.</p> <p>2) Qualifying in NET / SLET / SET.</p> <p>3) However, candidates with Ph. D. degree in accordance with the “<i>University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009</i>”, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET.</p> <p>Desirable: Minimum three (03) years' experience in automated academic and research library.</p>
5.	Senior Technical Assistant (Food Engineering & Technology) (1) (OBC)	<p>Three (03) year Diploma in Food Engineering / Food Technology with three (03) years' relevant experience</p> <p style="text-align: center;">OR</p> <p>B. Tech. / M.Sc. in Food Engineering / Food Technology with at least 55% of marks or equivalent grade</p> <p>NOTE:</p> <p>1) Degree / Diploma holders in branches related to Food Engineering / Food Technology may also be considered if such candidates possess relevant experience, additionally two (02) years, as compared to candidates from core branch for same qualifying degree or diploma background.</p> <p>2) Working experience in technical position in food industries or in educational institutes (food) will be considered as relevant experience.</p>
6.	Senior Technical Assistant (Physics) (1) (SC)	<p>M.Sc. in Physics with at least 55% marks or equivalent grade</p> <p style="text-align: center;">OR</p> <p>Diploma in Instrumentations / Electronics with B.Sc. degree having major in Physics with working experience of at least three (03) years in an experimental laboratory.</p>
7.	Laboratory Assistant (Electronics & Communication Engineering) (01) (OBC)	<p>1. Two (02) years' ITI trade or equivalent in Electrical.</p> <p>2. Minimum two (02) years' experience in handling & maintenance of electrical equipments, preferably in an academic institution.</p>
8.	Laboratory Assistant (Physics) (01) (UR)	10+2 pass in Science with Physics as a subject and two (2) years experience in similar job in a college or university laboratory. Candidates with higher qualification / experience will be preferred.
9.	Pump Operator (Engineering Cell) (1) (UR)	10 th standard pass with Diploma in Electric trade from Govt. ITI.
10.	Machine Operator (Electronics & Communication Engineering) (1) (SC)	HSLC with ITI pass in Machinist / Turner trade, capable of working in a workshop and should be able to operate Lathe, Milling, Welding machine, etc.
11.	Research Assistant (CPS Centre for Women's Studies) (1)	<p>Post Graduate in Humanities and Social Sciences.</p> <p>Desirable: Computer knowledge, organising and communication skills, report drafting of field activities, report writing, accounts preparation, organising training programmes, etc. (supporting documents are to be enclosed).</p>
12.	Professional Assistant (CPS Centre for Women's Studies) (1)	<p>Post Graduate in any discipline.</p> <p>Desirable: Essential knowledge of computer, office maintenance, maintaining records of the official duties, knowledge of multimedia digitization (supporting documents are to be enclosed).</p>

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Mere fulfilment of minimum eligibility criteria shall **not entitle** a person for consideration. The decision of the Screening Committee(s) for short-listing of candidates shall be final and binding. The University reserves the right to fill up or not to fill up any of the vacancies or to increase the number of posts, as required.

Completed applications in the prescribed format along with necessary enclosures are to reach “**The Registrar, Tezpur University, Tezpur-784 028**” **on or before 24.04.2015**. The envelope containing the application should be superscribed “**Application for the post of ... (name of the post)**”. **A non-refundable application fee of Rs. 200/-** (Exempted for SC/ST/PWD) in the form of **Demand Draft only** drawn on any nationalised bank in favour of **The Registrar, Tezpur University**, payable at Tezpur, must be submitted along with the application. The Demand Draft should not have been drawn before the date of issue of this advertisement. Candidates shall write their names and the post applied for on the reverse of the Bank Draft.

Candidate(s) willing to apply for more than one post shall submit separate applications and fees.

Application(s) received after the last date or incomplete in any form or without the application fee **shall be summarily rejected**. Those in employment shall apply through proper channel or submit ‘No Objection Certificate’ from the concerned employer. However, one may send a copy of the application as “**ADVANCE COPY**” within the closing date. In such a case, the original application forwarded by the employer should reach the undersigned within ten (10) days from the last date of receipt of applications.

LAST DATE OF RECEIPT OF APPLICATION is 24.04.2015.

Sd/- Registrar
Tezpur University

Memo No.F.01-3/XI(E)/5077-A

Date: 25.03.2015