



# TEZPUR UNIVERSITY

(A Central University)  
Tezpur – 784 028 (ASSAM)

## ADVERTISEMENT NO. 16 / 2018

Applications (**through online only**) are invited from eligible candidates for the post of **Finance Officer**. Detailed advertisement is available in the University website [www.tezu.ernet.in](http://www.tezu.ernet.in). Last date for submission of filled-in applications through ONLINE portal is **07.12.2018 (Till 11.59 PM, IST)**.

Registrar



तेजपुर विश्वविद्यालय

(एक केंद्रीय विश्वविद्यालय)

तेजपुर - 784028 असम

## विज्ञापन संख्या. 16 / 2018

वित्त अधिकारी के पद के लिए योग्य उम्मीदवारों से आवेदन (केवल ऑनलाइन) आमंत्रित किए जाते हैं। विस्तृत विज्ञापन विश्वविद्यालय के वेबसाइट [www.tezu.ernet.in](http://www.tezu.ernet.in) में उपलब्ध है। ऑनलाइन पोर्टल के माध्यम से विधिवत भरे हुए आवेदन को जमा करने की अंतिम तिथि 07.12.2018 (रात 11.59 बजे तक) है।

कुलसचिव

Memo No.F.01-3/XIV(E)/ 3170-A

Date: 06.11.2018

### Copy to:

1. All Deans, Tezpur University, for information.
2. Heads of all Departments, Tezpur University, for information and circulation in their departments.
3. Finance Officer i/c, Tezpur University, for information.
4. Secretary to the Vice-Chancellor, Tezpur University, for kind information of the Vice Chancellor.
5. Joint Registrar (GA) / Assistant Registrar (GA) / Assistant Registrar (SC/ST Cell) / Hindi Officer / Vigilance Officer, Tezpur University.
6. **Public Relations and Information Officer, Tezpur University**, with a request to make necessary arrangement for publication of the above advertisement as below:
  - A) Through our **empaneled advertising agency** (as per roster): ENGLISH version of the above advertisement in (i) The Times of India, New Delhi, (ii) The Assam Tribune, Guwahati, (iii) Amar Asom, Guwahati (Assamese Vernacular daily), and HINDI version in the Navbharat Times.
  - B) Through **University News**: Both English & Hindi versions.
  - C) On **Employment News** (English version) and **Rozgar Samachar** (Hindi Version).
7. Webmaster, Tezpur University, with a request to float the advertisement and other details attached herewith in the University Website.
8. Director, Doordarshan Kendra, Guwahati, with a request to telecast as local announcement.
9. Station Director, All India Radio, Guwahati, with a request to broadcast as local announcement.
10. Secretary, Dept. of Higher Education, Ministry of HRD, Government of India, Shastri Bhavan, New Delhi-110 115.
11. Secretary, University Grants Commission, Bahadur Shah Zafar Marg, New Delhi-110 002.
12. Secretary, Personnel Department, Ministry of Personnel & Training, Govt. of India, New Delhi-110001.
13. Chairperson, National Commission for Backward Classes, Government of India, Trikot-1, Bhikaji Cama Place, New Delhi - 110 066.
14. Chairperson, National Commission for Scheduled Castes, Government of India, 5th Floor, 'A' Wing, Loknayak Bhawan, Khan Market, New Delhi-110003.
15. Chairperson, National Commission for Scheduled Tribes, Government of India, 6th Floor, Lok Nayak Bhawan, Khan Market, New Delhi-110003.
16. Chief Commissioner for Persons with Disabilities, Sarojini House, 6, Bhagwan Dass Road, New Delhi - 110001.
17. Registrars of all Indian Universities/IITs / NITs.
18. Assistant Director of Employment, District Employment Exchange, Sonitpur, Tezpur.
19. Tezpur University Notice Boards / Concerned files.

  
Registrar  
Tezpur University



# TEZPUR UNIVERSITY

(A Central University)  
Tezpur – 784 028 (ASSAM)

## ADVERTISEMENT NO. 16 / 2018

Last date of submission of filled-in applications through ONLINE portal: 07.12.2018 (Till 11.59 PM, IST)

Last date of submission of duly signed hard copy of the online application along with supporting documents: 12.12.2018

Applications **through ONLINE mode only** (available in our ONLINE Recruitment Portal [http://luit.tezu.ernet.in/nt\\_rs](http://luit.tezu.ernet.in/nt_rs)) are invited from eligible candidates for the tenure post of **Finance Officer (Unreserved)** as per the details below:

Post(s), No. of Post(s), Reservation, Classification of Posts	Minimum Qualification and experience*	Pay	Age Limit (in years)
Finance Officer (01) (Unreserved) Group-A	<p>1) A Master's degree with at least 55% of marks or an equivalent grade in a point scale wherever grading system is followed.</p> <p>2) Holding analogous post on regular basis in the parent cadre / department</p> <p style="text-align: center;"><b>Or</b></p> <p>At least fifteen (15) years of experience as Assistant Professor in the Academic Level 11 (<i>Pre-revised PB-3: Rs. 15,600-39,100/- plus AGP of Rs. 7,000/-</i>) and above or with 8 years of service in the Academic Level 12 (<i>Pre-revised PB-3: Rs. 15,600-39,100/- plus AGP of Rs. 8,000/-</i>) and above including as Associate Professor along with experience in educational administration.</p> <p style="text-align: center;"><b>Or</b></p> <p>Comparable experience in research establishment and / or other institutions of higher education</p> <p style="text-align: center;"><b>Or</b></p> <p>Fifteen (15) years of administrative experience, of which eight (08) years shall be as Deputy Registrar or an equivalent post in Level 12 with Rationalised Entry Pay of Rs. 78,800/- as per 7th CPC Pay Matrix (<i>Pre-revised PB-3: Rs. 15,600-39,100/- plus GP of Rs. 7,600/-</i>)</p> <p><b>NOTE:</b> The requirement of 55% of marks shall not be insisted upon for candidates who are already in the University system, but the minimum marks required in such cases shall be at least 50% of marks or equivalent grade.</p>	<p><b>Level 14 with Rationalised Entry Pay of Rs. 1,44,200/- as per 7<sup>th</sup> CPC Pay Matrix</b></p> <p>(<i>Pre-revised PB-4: Rs. 37,400-67,000/- plus GP of Rs. 10,000/-</i>)</p>	The candidates should not be more than 57 years of age on the last date of closing of applications

\* Subject to modification, if any, as per MHRD/UGC Rules and Regulations from time to time.

The position is a **tenure post** for a period of **five (05) years** from the date of joining. The age of superannuation for the post is **sixty two (62) years**.

The duly signed hard copy (pdf) of the completed application(s) submitted through ONLINE portal must reach "**Registrar, Tezpur University, Napaam, Tezpur – 784 028**" **on or before the date as stated above** along with all necessary enclosures including **application fee of Rs. 1,000.00 (Rs. 500.00 for SC, ST, PWD)** (through Demand Draft in original, *in favour of Registrar, Tezpur University, payable at Tezpur / proof of online submission of application fee*) and "No Objection Certificate (NOC)", wherever applicable. The envelope containing the application should be superscribed "**Application for the post of Finance Officer**".

Those in employment must apply through proper channel or submit 'No Objection Certificate' from the concerned employers. However, an advance copy may be sent so as to reach the "**Vice Chancellor, Tezpur University, Napaam, Tezpur – 784 028**" by the last date. Tezpur University will not be responsible for any postal delay in delivering the hard copy of the application of any candidate.

It is to be noted that possession of mere eligibility conditions shall not entitle a person for consideration of the Selection Committee. The decision of the Screening Committee, appointed for the purpose of short-listing the candidates from amongst the total number of applications received, shall be binding on all. Application incomplete or received after the last date of submission or without the application fee shall not be considered.

*(Signature)*  
06/11/18

Registrar

Tezpur University