



## **TEZPUR UNIVERSITY**

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

### **ADVERTISEMENT NO. 18 / 2022** **(Walk-in-Interview)**

Applications (through e-mail only) in *prescribed format* are invited from eligible candidates for a post of **Cultural Officer** on contract basis. Details of the advertisement, other terms and conditions are available in the University website [www.tezu.ernet.in](http://www.tezu.ernet.in). **Last date** for submission of filled-in applications through e-mail (to [dsw@tezu.ernet.in](mailto:dsw@tezu.ernet.in)) is **30.12.2022** (Till 05.00 PM, IST). **Personal Interview on 06.01.2023 (10.00 AM onwards).**

  
Registrar

Memo No.F.01-03/XVII(E)

Date: 21.12.2022

**Copy to:**

1. Pro Vice Chancellor, Tezpur University, for information.
2. Dean of Academic Affairs, Tezpur University.
3. Dean, Students Welfare, Tezpur University
4. Finance Officer, Tezpur University, for information.
5. Secretary to the Vice-Chancellor, Tezpur University, for kind information of the Vice Chancellor.
6. Vigilance Officer, Tezpur University.
7. Joint Registrar (Admin) / Assistant Registrar (Establishment) / PRIO, Tezpur University.
8. Webmaster, Tezpur University, with a request to float the advertisement and other details attached herewith in the University Website.
9. Tezpur University Notice Boards / Concerned files.

  
Registrar  
Tezpur University





# TEZPUR UNIVERSITY

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

## ADVERTISEMENT NO. 18 / 2022

(Walk-in-Interview)

Applications (through e-mail only) in *prescribed format (given below)* are invited from eligible candidates for the following post on **contractual basis**:

Post & No. of posts	Essential qualification and other requirements	Emoluments
Cultural Officer (01)	<p><b>Essential:</b></p> <ol style="list-style-type: none"><li>1) Master's Degree in any subject from recognize university / institute.</li><li>2) Must be able to write and speak English, Hindi and Assamese.</li><li>3) Candidates must not have any legal / sub-judice / disciplinary matter against him/ her.</li><li>4) One year's experience in similar position of Cultural Officer</li></ol> <p>Or</p> <p>Experience of participating in Inter University Youth Festival (UNIFEST) as a performance artist</p> <p>Or</p> <p>Experience of participating in regional / national level cultural events as performance artist.</p> <p><b>Desirable:</b></p> <ol style="list-style-type: none"><li>i) Experience of organizing cultural and social event.</li><li>ii) Experience of holding leadership position.</li></ol> <p><b>NOTE:</b> Candidates should not have issue in travelling within India to lead the University team as Team Manager.</p>	Rs. 30,000/- P.M. (Fixed)

**Duration of engagement:** Initially for a period of 11 months. May be re-engaged for further period of 11 months on satisfactory performance and subject to future requirements.

**Age limit:** 35 years on the last date of submission of application.

**Last date of submission of application (through e-mail):** 30.12.2022 (05.00 PM, IST)

**Date & Time of Interview:** 06.01.2023 (Friday) (10.00 AM onwards)

**The appointment will be purely on contract basis.**

Interested candidates are to **submit** their **applications as given in Annexure-I along with other supporting documents** by e-mail to [dsw@tezu.ernet.in](mailto:dsw@tezu.ernet.in) with the subject line "APPLICATION for Cultural Officer against Advt. No. 18/2022".

Eligible candidates short-listed (**maximum 10 nos.**) on the basis of academic qualifications and experience are to **appear physically** in the personal interview for which they shall be informed through e-mail and a notice for such applicants may also be **uploaded** in the University website **before the scheduled date of interview.**

  
Registrar  
Tezpur University





# TEZPUR UNIVERSITY

(A Central University)

Tezpur – 784 028 (ASSAM)

## Annexure-I

### PART-A (Brief Particulars of Applicant)

- (a) Advertisement No. and Date:

(b) Post applied for:

(c) Post Sl. No. as per the Advertisement:
- Name in full (in CAPITAL letters):   
(Please underline the surname)
- Father's/Mother's/Spouse's Name:
- (a) Marital Status:  (b) Gender:  (c) Blood Group
- (a) Correspondence address (in CAPITAL letters):

(b) Permanent address (in CAPITAL letters):

(c) Phone No.	Land line (with STD)	<input type="text"/>	(d) e-mail:	<input type="text"/>
	Mobile	<input type="text"/>		
- Date of Birth (as per Christian era): 

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Day		Month		Year		
- Place of Birth (*including District and State*)
- Age on the last date of receipt of application as stated in the advertisement: 

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Years		Month(s)		Day(s)	
- Are you a citizen of India? Write YES or NO
- (a) Do you belong to Scheduled Caste / Scheduled Tribe / Other Backward Classes / Persons with Disability / Ex-Serviceman?

Write SC ST OBC PWD Ex-serviceman as the case may be.

SC	ST	OBC	PWD	Ex-Serviceman
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

(b) If none, write NONE in the box:

(c) If you belong to PWD (Persons with Disability), then state the nature of disability as OH (Orthopaedically Handicapped), VH (Visually Handicapped) or HH (Hearing handicapped):

OH	VH	HH
<input type="text"/>	<input type="text"/>	<input type="text"/>
- Religion:
- \*If appointed, what notice / how much time would you require for joining the post?  
(\* May not be considered as binding)

I hereby declare that I have carefully read and understood the instructions and particulars supplied to me and that all the statements made in this application are true and complete to the best of my knowledge and belief. I understand that the competent authority can take appropriate action against me in case any of the information is found to be incorrect at any stage.

Date:

Signature of the applicant

Place:

Name in full: .....





**TEZPUR UNIVERSITY**  
(A Central University)  
Tezpur – 784 028 (ASSAM)

**PART-B**

**1. Educational Qualification:**

Sl. No.	Examinations Passed	Year of the examination	Class / Division / Distinction	% of Marks obtained	Subject(s) (mention field of specialisation / major, if any)	Name of the Board / University / Institution
1.	10 <sup>th</sup> Standard / H.S.L.C. / Matriculation					
2.	10+2 Standard (PU / PD / Intermediate)					
3.	Diploma, if applicable (Specify) .....					
4.	Bachelors' Degree (Specify) .....					
5.	Master's Degree (Specify) .....					
6.						
7.						

**2. Other qualifications, if any (including degree / diploma in music / dance / theatrical etc.):**

Sl. No.	Degree / Diploma	Year of the examination	Division / Class	% of marks	Name of the Board / University / Institution
1.					
2.					

**3. Details of past employment, if any:**

Sl. No.	Organisation / Institution	Position held	Nature of duties / work	Date of joining	Date of leaving	Length of service	Pay scale	Additional remarks about experience, if any
1.								
2.								
3.								
4.								
5.								





# TEZPUR UNIVERSITY

(A Central University)

Tezpur – 784 028 (ASSAM)

## 4. Present Occupation (if any):

- (i) Designation :  
(ii) Date of joining :  
(iii) Name of the Office/Instituti :  
/Organisation with full address  
(iv) Scale of pay :  
(v) Present basic pay :  
(vi) Total emoluments drawn :  
(vii) Nature of duties :

## 5. Training programme(s) attended (if any):

Sl. No.	Name of the programme	Organized by	Duration	Period	
				From	To

## 6. References: Please name two referees who are not related to you. If you are employed, one referee must be your employer.

- (i) Name :  
Designation :  
Address :  
  
e-mail :  
Mobile/Phone No. with STD code :  
(ii) Name :  
Designation :  
Address :  
  
e-mail :  
Mobile/Phone No. with STD code :

## 7 (a) Details of enclosures sent with this application form:

- i) ii)  
iii) iv)  
v) vi)  
vii) viii)  
ix) x)

## 7 (b) List of publications, if any, may be attached as Annexure.

## 8. Declaration:

I hereby declare that I have carefully read and understood the advertisement, instructions and particulars supplied to me and that all the statements made in this application are true and complete to the best of my knowledge and belief. I understand that the competent authority can take appropriate action against me in case any of the information is found to be incorrect at any stage.

Date:

Full signature of the applicant

Place:

Name in full: .....

\*\*\*