

KAZI NAZRUL UNIVERSITY
ASANSOL, BURDWAN

Advertisement No: OS/14/01 Dated 2nd March 2014

Applications are invited from Indian citizens in the prescribed forms for the **Posts of Officers** to be down loaded from the University **Website: www.knuedu.in [Price of forms: Rs.500/- (Rs. Five hundred only)]**.

Downloaded form must be accompanied by a Crossed Demand Draft of requisite fee drawn in favour of Kazi Nazrul University payable at Asansol for the following posts. Applicants must have the minimum qualifications & experience as per relevant latest recruitment rules for the Officers in the State-aided Universities. Complete applications in the prescribed forms along with photo copies of two sets of all credentials must reach the office of the Registrar latest by **31.03.2014**. (Through proper channel, in case of already employed candidates) by registered/speed post only. **No TA/DA is admissible for attending the interview**. It should be noted that possession of minimum eligibility shall not confer any right to be called for interview. Incomplete applications will be rejected.

(1) Controller of Examinations : 01 (one) post - Unreserved

(2) Inspector of Colleges:01(one) post- Unreserved

(For both the above posts Pay Band Rs 37,400 – 67,000 plus Grade Pay Rs 10,000).

Essential Qualification :(i) Uniformly good academic record with a Master's degree with minimum 55% marks or its equivalent grade in the point scale wherever a grading system is followed. (ii) At least 15 years of experience as Sr.Lecturer/Reader/Assistant Professor in the AGP of Rs.7000/- and above or with 8 years of service in the AGP of Rs.8000/- and above including as Associate Professor along with experience in educational administration in Academic Institutions like University, or in an institute of higher learning of which 5 (five) years must be in a University or in an Institute of Post Graduate Study OR Comparable experience in research establishments and other institutions of higher learning OR 15 (fifteen) years administrative experience, of which 8 years shall be as Deputy Registrar or equivalent post. (iii) Age not less than 40 years, relaxable in case of exceptionally qualified candidates.

(b) Desirable Qualification – (i) A Doctorate degree or published Research work of merit OR (ii) High level of Administrative Experience in a Govt. or Quasi Govt. Organization or a good background in administration and management in senior position. (iii) For the post of Controller of Examinations it is essential to have experience in conduction of examinations either in Institution of higher learning or in Service Commissions. (iv) For the post of Inspector of Colleges, it will be essential to have experience in administration of colleges desirably in a position not less than that of a Principal of a College.

(3) DEVELOPMENT & PLANNING OFFICER: -01(one) post (Unreserved) [Pay Band Rs. 15,600/- 39,100/- with a grade pay of Rs. 8,000/-]

a. Essential

- i. Uniformly good academic record with a Master's Degree with minimum 55% marks or its equivalent grade in the point scale wherever a grading system is followed.
- ii. At least 10 years of experience in a position involving supervision, control and planning of administration of Colleges, Universities/Institutes of Higher Learning or Government or Quasi Government Organisation.
- iii. Age not below 35 years. Relaxable in the case of exceptionally qualified candidates.

b. Desirable

- i. A Doctorate degree or published work of high standard
- ii. Experience of at least seven years in University or in Post Graduate Research Organisation as Assistant Registrar or equivalent post. In that case, records of performance will be examined.

Note:

A relaxation of 5% in the marks may be provided for the candidates belonging to SC/ST/OBC/Differently-abled (physically as well as visually) categories.

Sd/- Registrar