



**Advertisement No. KBVS&ASU/A-O-17/2013- 422**

**Dated: 27.04.2023**

Applications are invited for the following posts from Indian citizens who possesses ardour to go an extra mile for a growing university committed to furtherance of knowledge and social needs.

**1. Name of the post : Registrar**

- No. of post : 1(one)  
Pay level : Rs. 1,44,200 - 2,18,200/-  
Age limit : Not more than 55 years as on 1/5/2023

**Essential Qualification:**

- a) Master's Degree with at least 55% of marks or an equivalent grade in a point scale wherever grading system is followed.  
b) At least 15 (fifteen) years of experience as Assistant Professor in Academic level 11 and above or with 8 years' service in Academic level 12 and above including as Associate Professor along with experience in educational administration.

OR

- c) Comparable experience in research establishment and or other institutions of higher education.

OR

- d) 15 (fifteen) years of administrative experience, of which 8 (eight) years shall be as Deputy Registrar or an equivalent post in a University research establishment or other educational institute.

**Desirable qualifications:**

- i) Working experience of Budgeting & Financial Accounting etc. of Autonomous Bodies/Universities etc.  
ii) Good working knowledge of Rules and Regulations of State Universities relating to Accounts/ Audit, service conditions and related financial matters.

**Tenure of Appointment:**

The position is a tenure post for a period of 5 (five) years from the date of joining. The age of superannuation for the post is 60 (sixty) years.

Sd/-  
Registrar, i/c  
KBVS&AS University



## 2. Treasurer

No. of post	:	1(one)
Pay level	:	Rs. 1,44,200 - 2,18,200/-
Age limit	:	Not more than 55 years as on 1/5/2023

## Essential Qualification:

- Master's Degree with at least 55% of marks or an equivalent grade in a point scale wherever grading system is followed.
- At least 15 (fifteen) years of experience as Assistant Professor in Academic level 11 and above or with 8 (eight) years' service in Academic level 12 and above including as Associate Professor along with experience in educational administration.

OR

- Comparable experience in research establishment and or other institutions of higher education.

OR

- 15 (fifteen) years of administrative experience, of which 8 (eight) years shall be as Deputy Registrar or an equivalent post in a University research establishment or other educational institute.

## Desirable qualifications:

- Working experience of Budgeting & Financial Accounting etc. Autonomous Bodies/Universities etc.
- Good working knowledge of rules and regulations of State Universities relating to Accounts/ Audit, service conditions and related financial matters.

## Tenure of Appointment:

The position is a tenure post for a period of 5 (five) years from the date of joining. The age of superannuation for the post is 60 (sixty) years.

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### 3. Controller of Examinations:

No. of post	:	1(one)
Pay level	:	Rs. 1,44,200 - 2,18,200/-
Age limit	:	Not more than 55 years as on 1/5/2023

### Essential Qualification:

a) Master's Degree with at least 55% of marks or an equivalent grade in a point scale wherever grading system is followed.

b) At least 15 (fifteen) years of experience as Assistant Professor in Academic level 11 and above or with 8 (eight) years' service in Academic level 12 and above including as Associate Professor along with experience in educational administration.

OR

c) Comparable experience in research establishment and or other institutions of higher education.

OR

d) 15 (fifteen) years of administrative experience, of which 8 (eight) years shall be as Deputy Registrar or an equivalent post in a University research establishment or other educational institute.

e) Adequate experience in conducting University-level Examinations is essential.

### Desirable qualifications:

i) Functional computer literacy; Professional qualification in Public administration; good interpersonal skill.

ii) Good working knowledge of rules and regulations of State Universities relating to Accounts/ Audit, service conditions and related financial matters.

### Tenure of Appointment:

The position is a tenure post for a period of 5 (five) years from the date of joining. The age of superannuation for the post is 60 (sixty) years.

Sd/-  
Registrar, i/c  
KBVS&AS University



#### 4. Deputy Librarian

No. of post	:	1 (one)
Pay level	:	Rs. 1,31,400 - 2,17,100/-
Age limit	:	Not more than 55 years as on 1/5/2023

#### Essential Qualification:

- A Master's Degree in library science/information science/documentation science, with at least 55% marks or an equivalent grade in a point scale, wherever grading system is followed.
- 8 (eight) years experience as an Assistant University Librarian/College Librarian.
- Evidence of innovative library services including integration of ICT in library.
- A Ph.D. Degree in library science/Information science/Documentation Science/Archives and manuscript keeping/computerization of library.

#### Tenure of Appointment:

The position is a tenure post for a period of 5 (five) years from the date of joining. The age of superannuation for the post is 60 (sixty) years.

Sd/-  
Registrar, i/c  
KBVS&AS University





## **GENERAL INSTRUCTIONS FOR POSTS SERIAL NO. 1. TO 4.**

**Last Date for Receipt of Application: 30<sup>th</sup> May, 2023** (for all the posts Serial No. 1. to 4.)

**Last Date for Receipt of Hard Copy of Application: 6<sup>th</sup> June, 2023** (for all the posts Serial No. 1 to 4)

**Application fees:** Rs. 2000.00 (Two Thousand), Rs. 1000.00 (One Thousand) for SC/ST candidates.

**Mode Payment:** Online through payment gateway link available in the portal during application (Proof of payment should be reached along with hard copy).

### **Please Note:**

- 1) The University reserves the right of filling or not filling the post.
- 2) The University reserves the right to consider relaxation of age limit of a candidate who may be exceptionally suitable.
- 3) Canvassing in any form will disqualify the candidate concerned.
- 4) Only short listed candidates will be called for interview. Candidates will have to appear in the interview at their own cost.
- 5) Candidates in service must apply through proper channel.
- 6) No Objection Certificate (NOC) from competent authority will be required.
- 7) The University reserves the right to cancel the advertisement without assigning any reasons there of.

### **How to Apply:**

1) Applications should be filed **Online** on or before **30<sup>th</sup> May, 2023** through the University Website: **www.kbvsasun.ac.in**. The last date for receiving the hard copy of Application is 6<sup>th</sup> June, 2023.

2) The hard copy of Applications (2 sets) with CV and supporting documents (2 sets) put in an inner envelop citing the Advertisement Number and then put in an outer envelope should address and reach to the **O/o Registrar i/c, Kumar Bhaskar Varma Sanskrit & Ancient Studies University**, Namati, P.O.- Hati-Namati (781337), Dist.-Nalbari, ASSAM on or before 30th May, 2023.

**Note:** Service of the selected candidates will be governed by the Act. of the University and relevant Govt. of Assam rules & regulations.