



TEZPUR UNIVERSITY

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

ADVERTISEMENT NO. 08 / 2020

Applications (through online only) are invited from eligible candidates for the posts of (1) Internal Audit Officer (Deputation), (2) Medical Officer and (3) Technical Officers. Details of the advertisement, other terms and conditions are available in the University website www.tezu.ernet.in. Last date for submission of filled-in applications through **ONLINE portal** is **25.07.2020** (Till 11.59 PM, IST).

Registrar



तेजपुर विश्वविद्यालय

(एक केंद्रीय विश्वविद्यालय)

तेजपुर – 784028 असम

विज्ञापन संख्या. 08 / 2020

(1) आंतरिक लेखा-परीक्षा अधिकारी (प्रतिनियुक्ति), (2) चिकित्सा अधिकारी, (3) तकनीकी अधिकारी पदों के लिए योग्य उम्मीदवारों से आवेदन (केवल ऑनलाइन) आमंत्रित किए जाते हैं। विस्तृत विज्ञापन, अन्य शर्तें एवं आवेदन प्रपत्र विश्वविद्यालय के वेबसाइट www.tezu.ernet.in में उपलब्ध हैं। ऑनलाइन पोर्टल के माध्यम से विधिवत भरे हुए आवेदन प्राप्त करने की अंतिम तिथि **25.07.2020** (रात्रि 11.59 बजे तक) है।

कुलसचिव

Memo No.F.01-3/XV(E)/ 670-A

Date: 26.06.2020

Copy to:

- (a) Pro Vice Chancellor, (b) All Deans, Tezpur University, for information.
- Heads of all Departments, Tezpur University, for information and circulation in their departments.
- Finance Officer, Tezpur University, for information.
- Secretary to the Vice-Chancellor, Tezpur University, for kind information of the Vice Chancellor.
- Vigilance Officer, Tezpur University.
- Joint Registrar (Admin) / Assistant Registrar (Admin) / Assistant Director (OL) / Section Officer (SCT Cell), Tezpur University.
- Public Relations and Information Officer, Tezpur University**, with a request to make necessary arrangement for publication of the above advertisement as below:
 - Through **Bureau of Public Outreach (erstwhile DAVP)**: ENGLISH version of the above advertisement in (i) **The Times of India (NE Issue)**, (ii) **The Assam Tribune**, Guwahati, (iii) **Amar Asom**, Guwahati (Assamese Vernacular daily).
 - Through **University News**: Both English & Hindi versions.
 - On **Employment News** (English version) and **Rozgar Samachar** (Hindi Version),The above advertisement is to be published in one immediate issue using most reasonable spaces and **bills are to be submitted along with two (02) sets of original paper-cuts.**
- Webmaster, Tezpur University, with a request to float the advertisement and other details attached herewith in the University Website.
- Director, Doordarshan Kendra, Guwahati, with a request to telecast as local announcement.
- Station Director, All India Radio, Guwahati, with a request to broadcast as local announcement.
- Secretary, Dept. of Secondary & Higher Education, Ministry of HRD, Government of India, Shastri Bhavan, New Delhi-110 115.
- Secretary, University Grants Commission, Bahadur Shah Zafar Marg, New Delhi-110 002.
- Secretary, Personnel Department, Ministry of Personnel & Training, Govt. of India, New Delhi-110001.
- Chairperson, National Commission for Backward Classes, Government of India, Trikoot-1, Bhikaji Cama Place, New Delhi - 110 066.
- Chairperson, National Commission for Scheduled Castes, Government of India, 5th Floor, 'A' Wing, Loknayak Bhawan, Khan Market, New Delhi-110003.
- Chairperson, National Commission for Scheduled Tribes, Government of India, 6th Floor, Lok Nayak Bhawan, Khan Market, New Delhi-110003.
- Chief Commissioner for Persons with Disabilities, Sarojini House, 6, Bhagwan Dass Road, New Delhi – 110001.
- Registrars of all Indian Universities/IITs.
- Assistant Director of Employment, District Employment Exchange, Sonitpur, Tezpur.
- Tezpur University Notice Boards / Concerned files.

Registrar
Tezpur University



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Applications through ONLINE portal can be submitted from	01.07.2020 (09.00 AM)
Last date of submission of filled-in applications through ONLINE portal	25.07.2020 (Till 11.59 PM, IST)
Last date of submission of duly signed hard copy of the online application along with supporting documents	03.08.2020

Applications through ONLINE mode only (available in our ONLINE Recruitment Portal) 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 Level (7 th CPC)	Age Limit (in years)	Reservation
1.	Internal Audit Officer (01) (on Deputation) (Administration)	Group-A	Level-12 with rationalized entry Pay of Rs. 78,800/- (Pre-revised PB-3: Rs. 15,600-39,100/- + Grade Pay: Rs. 7,600/-)	Not exceeding 50	UR
2.	Medical Officer (01) (Health Centre)	Group-A	Level-10 with rationalized entry Pay of Rs. 56,100/- (Pre-revised PB-3: Rs. 15,600-39,100/- + Grade Pay: Rs. 5,400/-)	Not exceeding 35 (Pl. see note below)	UR
3.	Technical Officer (01)* (Dept. of Energy)	Group-A	Level-10 with rationalized entry Pay of Rs. 56,100/- (Pre-revised PB-3: Rs. 15,600-39,100/- + Grade Pay: Rs. 5,400/-)	Not exceeding 35	OBC
4.	Technical Officer (01)* (Sophisticated and Analytical Instrumentation Centre)	Group-A	Level-10 with rationalized entry Pay of Rs. 56,100/- (Pre-revised PB-3: Rs. 15,600-39,100/- + Grade Pay: Rs. 5,400/-)	Not exceeding 35	EWS

* Please see Note 6 below.

ABBREVIATIONS: OBC-Other Backward Classes (Non Creamy Layer), SC-Scheduled Caste, ST-Scheduled Tribe, PWD-Persons With Disability, EWS-Economically Weaker Sections

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NOTE (1)	: The above pay bands carry other allowances admissible as per Government of India rules.
NOTE (2)	: With regard to age limit, the crucial / reckoning date shall be the last date of receipt of applications as mentioned in the advertisement.
NOTE (3)	: 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 amended from time to time [read with DoP&T O.M. No. 6/8/2009-Estt.(Pay.II) Dated 17.06.2010].
NOTE (4)	: Age prescribed as above is for general category applicants. Relaxation of upper age limit shall be admissible as below: i) Up to 5 years for Government servants in accordance with the instructions or orders issued by the Central Government (for all Group-A & B level posts). ii) For departmental candidates up to 40 years in accordance with the instructions or orders issued by the Central Government. iii) Up to 5 years for applicants belonging to Scheduled Castes & Scheduled Tribes and 3 years for applicants belonging to OBC (Non-Creamy Layer) for such reserved post(s), if any, in addition to relaxations at (i) & (ii) above, wherever applicable. iv) Up to 10 years for Persons with Disability (PWD) in addition to relaxations at (i), (ii) & (iii) above, wherever applicable. v) The age relaxation as above shall not be admissible for the applicants (SC/ST/OBC) against the unreserved (UR) post(s). However, this will be admissible to candidates belonging to PWD categories. vi) For the post of Medical Officer , maximum age limit will be 40 years for those having PG qualification as detailed under Part-B. vii) Further, suitable age relaxation (in addition to relaxations as above) may also be considered for internal candidates (working in Tezpur University in various capacities on temporary / contract basis) as a special case.
NOTE (5)	: As per the Government of India's latest orders, Personal Interview for all positions (except for Group-A) has been discontinued at Tezpur University w.e.f. 01.01.2016. Accordingly, the merit of the candidates will be determined according to the requirements of qualification(s), etc., as prescribed in the advertisement and written test / skill test (where required) as per the provisions of DoPT, Government of India, Rules. Accordingly, details of Personal Interview and / or Written Test / Skill Test / overall evaluation shall be notified in due course.
NOTE (6)	: The posts of Technical Officers at Sl. No. 3 & 4 stated at Page No. 2 are lien vacancies at the moment and likely to be continued as anticipated vacancies.
Application Fee	: A non-refundable application fee of Rs. 500/- (Rupees five hundred only) (Exempted for SC/ST/PWD categories). Mode of payment: Through online bank transfer, for which details are as below: Account Name: Tezpur University Recurring Savings Bank Account No. 37854250831 Bank Name & Branch: State Bank of India, Tezpur University Branch Napaam, Tezpur-784028, Assam IFS Code: SBIN0014259 Applicants must submit copy of the e-generated receipt of the payment along with the hard copy of the application.

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

Sl. No.	Post(s), Department / Office, No. of Post(s), Reservation	Minimum educational qualification, desirable qualification / experience, etc.
1.	Internal Audit Officer (on Deputation) (Administration) (01-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/- (5 th CPC) / Rs. 15,600-39,100/- (PB-3) <i>plus</i> Grade Pay of Rs. 6,600/- (6 th CPC) / Level-11 with rationalized entry Pay of Rs. 67,700/- from the Central / State Govt., Universities and other autonomous organizations. [Please refer to NOTE (3) at pre-page]
2.	Medical Officer (Health Centre) (01-UR)	Essential: MBBS degree from any Indian university recognised by Medical Council of India. Desirable: M.D. in Medicine. <i>Preference will be given to persons working in reputed hospital/Nursing Home with at least two years' experience.</i> [Please refer to NOTE (4)(vi) at pre-page]
3.	Technical Officer (Dept. of Energy) (01-OBC)*	Essential: First class B.E. / B. Tech. in Mechanical / Chemical / Electrical / Electronics / Instrumentation. Desirable: Three (03) years' laboratory experience of handling necessary lab. Equipment / instrument related to Master's programme in Energy / Energy Lab. in a University department / research organization.
4.	Technical Officer (Sophisticated and Analytical Instrumentation Centre) (01-EWS)*	Essential: Master's Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Physics / Chemistry / Electronics / Instrumentation from an Indian University. Desirable: Three (03) years' laboratory experience of handling sophisticated and analytical lab. equipment / instrument in a University department / research organization.

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.

After submission of the ONLINE application in the portal, a duly signed hard copy (pdf) of the completed application(s) must be submitted to **“The Registrar, Tezpur University, Tezpur-784 028”** along with all necessary enclosures including the proof of submission of application fee and “No Objection Certificate (NOC)”, wherever applicable latest by 03.08.2020. The envelope containing the application should be superscribed **“Application for the post of ... (name of the post) against Advt. No. 08 /2020”**.

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 must 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 and / or the “NOC” should reach the undersigned within ten (10) days from the last date of submission of applications.


Registrar

Tezpur University

Memo No.F.01-3/XV(E)/ 670-A

Date: 26.06.2020