



OFFICE OF THE VICE CHANCELLOR

Birangana Sati Sadhani Rajyik Vishwavidyalaya, Golaghat, Assam-785621
(A State University under BSSRV Act 2020 of Govt. of Assam | Affiliated to UGC | Estd. 2020)

Ref. No. BSSRV/VC/2022-23/

date:10/03/2023

ADVERTISEMENT

Applications in the prescribed format are invited from intending eligible candidates for filling up the various vacancies of Teaching & Non-Teaching Staff in Birangana Sati Sadhani Rajyik Vishwavidyalaya (BSSRV), Golaghat, a newly created State University. Applications should reach the undersigned on or before 12/04/2023 along with a Bank Draft in favour of Sati Sadhani University, Golaghat (A/C no.- 40535146080, IFSC Code, SBIN0000083) payable at State Bank of India Golaghat Branch. The amount for application fee is indicated in the prescribed application forms and the same can be downloaded from the official website of the BSSRV i.e. www.bssrv.ac.in.

Sl. No.	Name of the Post	Minimum requisite qualification	No. of Post	Pay Scale	Category of reservation
1	Registrar	a) Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed b) At least 15 years of experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the 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 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post.	01	Rs. 1,44,200- 2,18,200/-	UR
2	Controller of Examinations	a) Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed b) At least 15 years of experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the 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 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post.	01	Rs. 1,44,200- 2,18,200/-	OBC/M OBC
2	Deputy Registrar (Administration)	a) Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed b) Nine Years of experience as Assistant Professor in the Academic Level 10 and above with experience in educational administration, or c) Comparable experience in research establishment and/or other institutions of higher education, OR d) 5 years of administrative experience as Assistant Registrar or in equivalent post. Desirable: Experience in developing curricula, knowledge regarding academic standards at higher educational institutions and knowledge about New Education Policy (NEP).	01	Rs. 78,800 - 2,09,200/-	UR
3	Deputy Controller of	a) Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed b) Nine Years of experience as Assistant Professor in the Academic			

	Examination	Level 10 and above with experience in educational administration, or c) Comparable experience in research establishment and/or other institutions of higher education, or 5 years of administrative experience as Assistant Registrar or in equivalent post. Desirable: Experience in conducting examinations at higher educational institutions and proficiency in computerization of examination works.	01	Rs. 78,800-209200/-	OBC/M OBC
4	P.A. to Vice Chancellor	a) Candidate should be a Post Graduate from any recognized university. b) A minimum working experience of 5 years working with top management/administrative staff of any higher educational institution and should be familiar with rules of higher educational institutions, UGC Rules & Regulations. Desirable: i. Proficiency with multiple Microsoft office systems and other related software ii. Excellent communicator, a good listener and dedicated to detail iii. A wide exposure, broad knowledge and up to date with current affairs iv. Able to work perfectly under strict deadlines v. Able to take up emergency assignments and perform them effectively vi. Upholds sound work ethics and is highly disciplined vii. Cultural awareness and sensitivity thereof viii. Possessing a tenacious attitude, friendly, honest, trustworthy, respectful and flexible. ix. Able to work with minimal supervision, independently or as part of a team. x. Experience in educational administration and training will be preferred.	01	(Rs.30000 -110000 + GP 14500) (as per 7 th CPC)	UR
5	Assistant Librarian	a) Master's Degree in Library Science/Information Science/ Documentation Science or an equivalent professional degree, with at least 55% (or an equivalent grade in a point-scale, wherever the grading system, is followed). b) A consistently good academic record with knowledge of computerization of a library. c) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conduct by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or Commission (Minimum Standards and Procedure for Award of M.Phil/Ph.D Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be.	01	Rs. 57,700 - 1,82,400/-	UR

Sl. No.	Name of the post(s)	Department(s)	Category of Reservation	PAY SCALE
A.	Professor	Assamese	UR	Rs. 1,44,200-2,18,200/-
		Computer Science	UR	
		Economics	STP	
		English	OBC/MOBC	
		Political Science	UR	
		Sociology	STH	
B.	Associate Professor	Assamese [Post 1]	UR	Rs. 1,31,400-2,17,100/-
		Assamese [Post 2]	OBC/MOBC	
		Computer Science [Post 1]	UR	
		Computer Science [Post 2]	SC	
		Economics [Post 1]	UR	

		Economics [Post 2]	STH	
		English [Post 1]	OBC/MOBC	
		English [Post 2]	UR	
		Political Science [Post 1]	OBC/MOBC	
		Political Science [Post 2]	UR	
		Sociology [Post 1]	UR	
		Sociology [Post 2]	UR	
C.	Assistant Professor	Assamese [Post 1]	UR	Rs.57,700-1,82,400/-
		Assamese [Post 2]	OBC/MOBC	
		Computer Science [Post 1]	UR	
		Computer Science [Post 2]	SC	
		Economics [Post 1]	UR	
		Economics [Post 2]	STH	
		English [Post 1]	OBC/MOBC	
		English [Post 2]	UR	
		Political Science [Post 1]	OBC/MOBC	
		Political Science [Post 2]	UR	
		Sociology [Post 1]	UR	
		Sociology [Post 2]	UR	

Position/Name of the post	Eligibility Criteria/Minimum Qualification
Professor	As per UGC Regulations.
Associate Professor	As per UGC Regulations.
Assistant Professor	As per UGC Regulations. The candidate must have at least 02 (two) research papers published in SCOPUS / Web of Science indexed journal.

DETAILS OF THE VACANCIES OF GRADE-III					
Sl. No.	Name of the Post	Minimum requisite qualification	No. of Post	Pay Scale	Category of Reservation
1.	Accountant	<ul style="list-style-type: none"> M.Com/B.Com (with Accountancy OR Finance as Major Subject) with 01 (one) year Diploma/Certificate in Computer Application. Experience of working in any higher educational institution in Office management/Accounts shall be preferred. <p>Desirable: Knowledge of handling PFMS software.</p>	1	Rs. 22,000-97,000 + GP 9,700/-	UR
2.	Accountant Assistant	<ul style="list-style-type: none"> B.Com (with Accountancy OR Finance as Major Subject) with 01 (one) year Diploma/certificate in Computer Application. Experience of working in any higher educational institution in Office management/Accounts shall be preferred. 	1	Rs. 14,000-60,500 + GP 8,700/- (as per 7 th CPC)	OBC/MOBC
3.	Junior Assistant	<ul style="list-style-type: none"> Graduation in any discipline from any recognized University, preferably in Computer Application Experience of designing website for any higher educational/government institution shall be preferred. <p>Desirable: Experience of working in any higher educational institution shall be preferred.</p>	2	Rs. 14,000-60,500 + GP 6,400/- (as per 7 th CPC)	UR
	Office	Graduation in any discipline from any recognized			

4.	Assistant	University / Institute with 06 (Six) months Diploma in Computer Application from any govt. recognized Body / Institute.	4	Rs. 14000-60,500 + GP 6400 (as per 7 th CPC)	STP, OBC /MOBC, UR, SC
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DETAILS OF THE VACANCIES OF GRADE-IV						
Sl. No.	Name of the post	Minimum requisite qualification	No. of Post	Pay Scale	Roster Point No.	Category of Reservation
1.	Peon	H.S.L.C. passed. Desirable: (i) Must be physically fit with sound health to send documents/ files to various Departments/Centres/Branches/ Offices within the University as well as outside the campus, etc. (ii) Must have knowledge in receiving Telephone Calls and take note from the caller to communicate/ deliver message to the concerned person (iii) Must have knowledge in operating Photocopier Machine (iv) Must know driving (both two-wheeler and four-wheeler) (v) Basic Computer knowledge (vi) Should be able to receive and serve office guests.	1	Rs. 12,000-52,000 + GP 4,400/- (as per 7 th CPC)	1	UR

- **AGE:** The age limit of the candidates will be calculated on the basis of the Matriculation /HSLC Admit Card or Pass Certificate issued by a recognized Central/State Board/Council and no other document shall be accepted in lieu of the mentioned documents.

Age Relaxation For Grade-III & IV	The Upper Age Limit for entry into the State Government Service from 38 years to 40 years for Grade-III and Grade-IV posts will be considered as per the notification No. ABP.612016151 Dated Dispur, the 2nd September, 2020 issued by the Government of Assam, Department of Personnel:: Personnel (B), Guwahati.
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Note:

- Mere fulfilment of the minimum eligibility criteria shall not entitle an applicant for consideration to be called for interview. The decision of the SCREENING COMMITTEE(s) of Birangana Sati Sadhani Rajyik Vishwavidyalaya for short listing of candidates shall be final and binding.
- The applicants are also directed to deposit their fees at the above mentioned Bank Account of the State Bank of India.
- For the Teaching posts & Officers posts intending eligible candidates shall have to submit 08 nos. of photocopies of their applications along with a copy of the Bank Deposit slip.
- For Grade-III & Grade-IV recruitment, of Birangana Sati Sadhani Rajyik Vishwavidyalaya will hold Written Test, Computer Test and Personal Interview for selection of candidate(s) on merit grounds. The date, time & venue of such examinations/interview will be notified in due course of time on the Viashwavidyalaya's official website.
- Canvassing in any manner, directly or indirectly, on the part of the candidate(s) or relatives of the candidate(s) shall lead to his / her disqualification. In case, it is detected at any point of time in future, even after appointment, that the candidate was not eligible, appointment of the candidate shall be liable to termination forthwith.

Kindly note that Reservation is as per draft advertisement received from Government against total numbers of posts in the cadre.

Vice Chancellor

Birangana Sati Sadhani Rajyik Vishwavidyalaya
Golaghat, Assam-785621

Copy to:-

1. P.S. to Hon'ble Minister, Education, Assam, Guwahati-781006 for kind appraisal of the Hon'ble Minister.
2. P.S. to the Secretary to the Govt. of Assam, Higher Education Department, Dispur for kind appraisal of the Secretary.
3. The Director of Higher Education, Assam, Kahilipara, Guwahati-19 for information and necessary action.
4. The Addl. Secretary to the Govt. of Assam, Higher Education Department, Dispur, Guwahati-6 for information with reference to the letter no. ECF No. 184663/1 dated 16.02.2023.
5. The Accountant General (A&E), Beltola, Guwahati-29 for kind information.
6. Finance (EC-III) Department, Dispur, Guwahati-6 with ref. To letter no. ECF No. 184663/1 dated 16.02.2023.
7. Finance (SIU) Deptt. Dispur, Guwahati-6 with ref. to letter no. ECF No. 184663/1 dated 16.02.2023.
8. The Treasury Officer, Golaghat Treasury, Golaghat
9. Office file.

Vice Chancellor

Birangana Sati Sadhani Rajyik Vishwavidyalaya
Golaghat, Assam-785621

Serial No. :

	BIRANGANA SATI SADHANI RAJYIK VISHWAVIDYALAYA GOLAGHAT – 785 621 [Application Form For Officers' Posts]	Paste here a recent passport size photograph
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Advertisement No. _____ Date : _____ Name of the post applied for : _____

1. (i) Name of the candidate (In block letter) : _____
(ii) Father's name: _____
2. Date of birth: _____ Age (as on date): _____
(Attested copy of H.S.L.C. certificate to be enclosed as a proof of the age)
3. Nationality: _____ Sex: _____
Caste (General / SC /ST): _____ Married / Unmarried _____
4. Address:
(a) Address for correspondence: _____

(b) Permanent address: _____

Telephone No. : _____ Telephone No. _____
Fax No.: _____
E-mail address: _____
5. Post held, if any, at the time
Sending the application: (a) Designation: _____
(b) Date of joining: _____
(c) Permanent/Temporary: _____
(d) Name and address of the employer _____

(e) Basic pay : Rs. _____
(f) Total emoluments: Rs. _____
6. Details of appointments held (Use an extra sheet, if necessary):

Designation	Duration	Nature of work	Name of Employer

7. Academic qualification:

(Examination passed from H.S.L.C./Higher Secondary onwards. Attested copies of the testimonials to be enclosed:

Examination and year	Subject(s)	Division/ Class / Grade	Percentage of marks obtained	School / College	Board / University

8. Particulars regarding clearance of the NET/SLET (where required).

9. Special subject of study or branch of specialization, if any:

10. Academic distinction (e.g., any prize, medal, award etc.):

11. Publications (Attach a separate sheet of paper showing the details. Enclose copies of the publications and testimonials):

(a) No. of Books published :

(b) No. of Research Papers published :

(c) No. of Articles published :

(d) Any other :

12. Experience of supervision for research degrees (Attach a separate sheet of paper showing the details, if any):

Degree	Awarded	Research in progress	Thesis / Dissertation under submission
Ph.D.			
M. Phil.			
Other, if any			

13. Any other information (Please attach a separate sheet provided you want to give some more information:

14. Declaration:

I declare that the statements made in this application are true to the best of my knowledge and belief.

Date: _____ Place: _____ (Signature of the candidate)

15. Forwarding (In case for the candidates who are already in service):

Forwarded with the remarks that the facts stated in the above application have been verified and found correct and this institution / organization has no objection to the candidature of the applicant and will be released, if appointed.

Signature
(Head of the Institution / Organization)

Seal:

Designation: _____

Address: _____

Date:

Telephone No. _____

16. A certificate of character from the Head of the Institution last attended or served should be enclosed in case the candidate is not already in service of the Birangana Sati Sadhani Rajyik Vishwavidyalaya.

17. List of enclosures:

- | | |
|--------|--------|
| (i) | (vi) |
| (ii) | (vii) |
| (iii) | (viii) |
| (iv) | (ix) |
| (v) | (x) |
| (xi) | (xii) |
| (xiii) | (xiv) |
| (xix) | (xx) |

Details of application fee:

1. Name of the bank:
 2. A/C No
- (Any form of pay slip should be enclosed herewith)
3. Amount: Rs. 2000/- (Rupees Two Thousand) only