



BHATTADEV UNIVERSITY
A State University established under Assam Act No. XXXVI of 2017
Bajali:: Pathsala-781325::Assam::India
www.bhattadevuniversity.ac.in

No.: Bhatt.U/ Advt./NTS/OCR/2024/6331

dated: 16/12/2024

Re-Advertisement for the post of Registrar

Applications are invited from eligible Indian Nationals for the Following Posts at Bhattadev University.

Sl. No.	Posts	No. of Posts	Category	Pay Scale
1.	Registrar	1(One)	UR	Rs. 1,44,200-2,18,200/- (Pay Level-14)

GENERAL INSTRUCTIONS, TERMS AND CONDITIONS

1. REGISTRAR:

The Post of Registrar will be for a term of five years, with the incumbent remaining on probation for up to two years following which her/his position may become confirmed for the remaining period of the term. With eligibility conditions permitting, the incumbent may be considered for reappointment.

REQUIRED QUALIFICATIONS AND EXPERIENCE (on the date of application)

1. A Master's degree with at least 55% of the marks or its equivalent grade in a point scale wherever grading system is followed.
2. At least 15 years of experience as Assistant Professor in the Academic Level 11 (Pre-revised PB-3: Rs. 15,600-39100/- plus AGP of Rs 7,000/-) and above or with 8 years of service in the Academic Level 12 (Pre-revised PB-3: Rs. 15,600-39100/- plus AGP of Rs 8,000/-) and above including as Associate Professor along with experience in education administration.
or
3. Comparable experience in a research establishment and/ or other institutions of higher education.
or
4. 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post.

DESIRED QUALIFICATIONS

Ph.D. degree with a good level of familiarity with university administration and management systems, experience/knowledge in financial and/or human resource management as well as resource generation and management.

Upper Age Limit: 55 years, as on the last date of application.



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Please note:

- (i) All terms and conditions for the appointment of the Registrar shall be in accordance with the provision of the Act and Statutes of the University.
- (ii) Only short-listed candidates will be called for interview.
- (iii) Candidates will have to appear in the interview at their own cost.
- (iv) Services of the selected candidates will be governed by the Act, Statutes and Regulations of the University and relevant provisions of Govt. of Assam.
- (v) Canvassing in any form will disqualify the candidate.
- (vi) Mere fulfillment of qualifications will not entitle an applicant to be short-listed for interview.

HOW TO APPLY:

Prescribed application form is available at www.bhattadevuniversity.ac.in. Two copies of the completed application accompanied by self-attested copies of all certificates, mark sheets, proof of age, documents in support of the position applied for and last pay drawn certificate etc. and a non-refundable application fee of Rs. 2000/- (in case of SC/ST candidate Rs. 1000/-) by Demand Draft drawn in favour of "Registrar, Bhattadev University" payable at SBI, Pathsala Branch (IFSC: SBIN0002099) must reach the office of the "Registrar, Bhattadev University, Bajali, Pathsala-781325" by the last date.

The candidates who had applied earlier in response to the Revised Advertisement No. Bhatt.U/ Advt./NTS/OCR/2024/5083 dated 23/08/2024 need not apply again. However, they may submit updated information, if any.

Persons in employment should apply through proper channel or furnish No Objection Certificate (NOC) from their employers. Suitable persons on deputation may also be considered. Incomplete applications or applications received after the last date or without the application fee shall not be considered.


The name of the post applied for must be written on the envelope containing the application.

The University reserves the right to withdraw any advertised post at any time without assigning any reason thereof. The right is also reserved with the University either to fill or not to fill the post and its decision in this regard shall be final.

Last date of receipt of application is **03/01/2025 (up to 4 pm)**

N.B.: The appointment for the Post of Registrar shall be subject to the outcome of the WA No. 269/2024, pending before the Hon'ble Gauhati High Court, Guwahati.




Registrar (i/c)
Bhattadev University

Copies forwarded for information and necessary action to:

1. The Secretary to Government of Assam, Chancellor's Secretariat, Raj Bhavan, Guwahati-1
2. The Director of Higher Education, Assam, Kahilipara, Guwahati-19
3. Academic Registrar, Bhattadev University
4. The Finance Officer, Bhattadev University
5. Heads of the Academic Departments, Bhattadev University
6. The Registrars of all Indian Universities
7. Web Administrator, Bhattadev University
8. P.S. to the Hon'ble Vice-Chancellor, Bhattadev University
9. Guard File




Registrar (i/c)
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