OFFICE OF THE REGISTRAR
GAUHATI UNIVERSITY, GUWAHATI - 781014
Advertisement No. NTS- 04/2024

Online Applications are invited from the eligible Indian citizens for the following post in Gauhati University:

Sl. No.	*Name of the Post*	*No. of Post*	*Reservation*	*Pay Scale*
1.	REGISTRAR, G.U.	1	UR	Pay Band of Rs. 1,44,200/- to Rs. 2,18,200/- + Other allowances as admissible (Revised UGC Scale) – Level 14 plus other allowances as admissible under the rules of the University
2.	SUPERINTENDING ENGINEER, G.U.	1	UR	Pay Band: Rs.30,000/- -- 1,10,000/- + GP Rs.16,900/- plus other allowances as admissible under the rules of the University
3.	ASSISTANT UNIVERSITY ENGINEER (ELECTRICAL), G.U.	1	UR	Pay Band: Rs.30,000/- -- 1,10,000/- + GP Rs.13,900/- plus other allowances as admissible under the rules of the University
4.	CHIEF MEDICAL OFFICER, GU HOSPITAL	1	UR	Pay Band: Rs.30,000/- -- 1,10,000/- + GP Rs.16,900/- plus other allowances as admissible under the rules of the University

QUALIFICATION & EXPERIENCE

1. Registrar, Gauhati University:

Qualification & Experience:

i. A Master's degree with at least 55% marks or its equivalent grade in the seven-point scale. The Ph.D. degree shall be desirable but not an essential qualification.

ii. At least 15 years of experience as Assistant Professor in the Academic Level 11and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with experience in education administration

Or,

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Continued…

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

Or,

15 years of administrative experience of which 8 years as Deputy Registrar or an equivalent post.

Desirable Qualification: Experience/Knowledge of financial & human resource management and other related matters connected with resource mobilization.

Nature of Post: Tenure post for 5 years

Age: Minimum age should not be less than 45 years as on the last date of receipt of application. The age of superannuation is sixty years.

N.B.:

i. **Suitable persons on deputation fulfilling the qualification and experience as mentioned may also be considered.**
ii. **The post is residential.**

2. Superintending Engineer, Gauhati University:

Qualification & Experience:

i. Degree in Civil Engineering or equivalent and serving under Central Government/ State Government/ Union Territory Administration.

ii. Holding analogous posts or experience as Dy. Engineer/Executive Engineer for 10 years in regular service in recognized institution.

iii. Experience in Planning, Architecture, Urban Designing/ Management, Supervision/ Construction of multi-storied buildings, lecture theatres, laboratories, auditorium, residential quarters/hostels, roads, water supply, sanitary installations etc. is/are desirable.

Nature of Post: Permanent

Age: Not below 45 years and not above 55 years on as on the last date of receipt of application.

3. Assistant University Engineer (Electrical), Gauhati University:

Essential Qualification:

i. B.E. or B. Tech in Electrical Engineering from a recognized University.

ii. Having Valid Electrical Supervisor's Certificate of Competency issued by the Competent Authority.

Desirable qualification:

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Knowledge in computer applications and well-versed with MS Office; AutoCAD

Experience:

Minimum 5 (five) years working experience in relevant field. Experience in maintenance of Electrical panels, Transformers, L.T. & H.T. lines, HVAC system etc. Preference will be given to candidates in large electrical establishments/organization.

Nature of Post: Permanent

Age:

The candidates should not be less than 21 years of age and not more than 38 years of age as on the last date of receipt of application and 5 years will be relaxable in case of SC/ST candidates.

4. Chief Medical Officer, G.U. Hospital:

Essential Qualification: MBBS from recognized University

Desirable Qualification: M.D./M.S. in Obstetrics & Gynecology or equivalent/similar subject

Essential Experience: 15 (fifteen) years working experience in Hospital/health Centre

Nature of Posts: Permanent

Job: He/She will be the in- charge of the University Hospital and its management and shall be required to stay in the University Campus

Age: Should not be below 40 (forty) years and above 55 (fifty-five) years as on the last date of receipt of application.

Pay will be protected.

N.B.: Candidate who have applied against earlier Advt. No. No. NTS-1/2023 need not apply again. Their can update their application, if any.

INSTRUCTIONS & INFORMATION

Eligible and interested candidates are required to apply online only through the Gauhati University website www.gauhati.ac.in at **Non-Teaching Recruitment Candidate Portal**: https://gauhatint.samarth.edu.in/ . No other means/mode of submission of applications will be accepted. The schedule of ONLINE registration is as follows:

1. Commencement of Online Registration : 09.11.2024
2. Last date of Online Registration and apply online : 29.11.2024 (midnight)
3. Last date of submission of hard copy of the application : 06.12.2024 (5:00 pm)

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4. The candidates must have a valid email id and mobile number through which he/she will get registered with the online application portal.

5. **Application fee and Mode of Payment:** Applicants for the posts will be required to pay an amount of Rs. 1000/- (Rupees One Thousand). For SC/ST candidates, the application fee is Rs. 500/- (Rupees Five Hundred) only. The payment mode is online. No other mode of payment will be accepted. Fee once paid shall not be refunded under any circumstances.

6. Candidates should fill in the details to register and then fill the information in the online application form at the appropriate places very carefully.

7. Applicants must submit a copy of the e-generated receipt of the payment along with the hard copy of the application.

8. After submission of the ONLINE application in the portal -

For the Post at Sl. No. 1:

a **duly signed hard copy** (pdf) of the completed application(s) must be submitted to "**The Member Secretary, Selection Committee for the Post of Registrar, Gauhati University, Guwahati-781014, Assam"** along with all necessary enclosures including the proof of submission of application fee and "No Objection Certificate (NOC)", wherever applicable, **by the last date**. The envelope containing the application should be superscribed "**Application for the post of Registrar, Gauhati University, Advt. No. NTS-04/2024.**

For the Posts at Sl. No. 2, 3 & 4:

a **duly signed hard copy** (pdf) of the completed application(s) must be submitted to "**The Registrar, Gauhati University, Guwahati-781014, Assam"** along with all necessary enclosures including the proof of submission of application fee and "No Objection Certificate (NOC)", wherever applicable, **by the last date**. The envelope containing the application should be superscribed **"Application for the post of (Superintending Engineer, G.U. / Assistant University Engineer (Electrical), Gauhati University / Chief Medical Officer, Gauhati University, Hospital), Advt. No. NTS-04/2024.**

9. 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.

10. 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. Gauhati University reserves the right to fill up or not to fill up any of the vacancies.

11. Mere fulfilling the minimum eligibility requirements does not entitle a candidate to be called for interview. GU reserves the right to restrict the number of candidates to be called for interview.

12. Those are in employment should submit their applications through proper channel or must submit a No Objection Certificate from the employer.

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13. Self-attested copies of Mark-Sheets, Birth Certificate, Educational Certificates and Experience Certificates etc. must be attached to the application. Incomplete applications or applications without relevant enclosures will be out rightly rejected.

14. 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.

15. Fields with STAR (*) mark are mandatory and essential to be filled in by the candidate. After the required information have been provided, click submit button. However, before clicking "Submit" button, candidate must make sure that no changes are required and the information provided is correct and final. After application is submitted, no changes will be entertained.

16. The candidate should meet the eligibility criteria and provide the information which he/she possesses as on the last date of submission of the application. Candidates who do not possess the requisite educational qualification as on the closing date of receipt of application will not be eligible.

17. The registration will be provisional as the eligibility of the shortlisted candidate will be verified at the time of Interview from the original documents. Candidature of a registered candidate is liable to be rejected at any stage of recruitment process or even after joining, if any information provided by the candidate is found to be false or not in conformity with the eligibility criteria.

18. Candidates if found indulging in canvassing in any form will be disqualified.

19. Candidates will have to appear before the Selection Committee for an interview at their own cost when called for. Mere fulfilment of academic qualifications will not entitle a candidate to be called for interview. In case of large number of applications against one post, the university reserves the right for short listing of applications to be called for interview, even if eligible.

20. The University will not be responsible for late/non receipt of call letters for the test/interview due to postal delay.

21. All Certificates, Degrees and other documents must be produced in original for verification at the time of interview (if shortlisted), failing which the candidate may not be allowed to appear for the interview.

Sd/-
Registrar i/c
Gauhati University

Memo No. GU/Estt/OCR/Advt. & Appt./NTS-04/2024/10213-25 **Date:** 08/11/2024

Copy forwarded for information and necessary action to:

1. The Treasurer, G.U.
2. The Secretary, University Classes, G.U.
3. Deputy Registrar, G.U.
4. The Secy. to V.C., G.U.
5. The Secy. to Registrar, G.U.
6. The University Employment Guidance Bureau, G.U.

7. The Supdt. General branch., G.U. – with a request to arrange to publish the recruitment advertisement in the next immediate issue of The Assam Tribune.
8. Guard file-Advertisement.
9. The System Officer (IT), G.U. - for necessary action
10. Prof. Rudra Kanta Deka, Member Secretary, Selection Committee for the Post of Registrar, Gauhati University
11. Nodal Officer, GU Samarth
12. Director, Higher Education, Assam. Kahilipara, Guwahati – 781019
13. The concerned file.

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Registrar i/c
Gauhati University