

UNIVERSITY OF CALCUTTA
Senate House, 87/1, College Street, Kolkata- 700 073

No. Est./214/39A

Dated : 10-07-2013

Applications are invited for filling the following posts of Officers in the Scale of Pay as stated below plus admissible allowances.

Sl. No.	Post	No of posts	Reservation Status	Pay Band Scale	Essential Qualification / Experience	Desirable Qualification	Age
1.	Deputy Inspector of Colleges	01	Unreserved	Rs. 15,600-39100/- (PB-3) with Grade Pay of Rs. 8000/-	<p>i. Uniformly good academic record with a Master's Degree with minimum 55% marks or its equivalent grade in the point scale wherever a grading system is followed.</p> <p>ii. At least 10 years' of experience as Lecturer/ Assistant Professor in the AGP of Rs. 6000/- and above with experience in educational administration in Academic Institutions like University, Research Establishment and/or in an institute of higher learning of which 5 (five) years must be in a University or in an Institute of Post Graduate Study.</p> <p style="text-align: center;">OR</p> <p>Comparable experience in research establishments and other institutions of higher learning.</p> <p style="text-align: center;">OR</p> <p>10 (ten) years' administrative experience, of which 5 years shall be as Assistant Registrar or equivalent post.</p>	<p>i. A Doctorate Degree or published papers of high standard.</p> <p style="text-align: center;">OR</p> <p>ii. Experience of at least 10 years' in a fairly senior position in any academic institutions like a College or a University or a research organization.</p>	Age not less than 35 years on 01-01-2013. Relaxable in case of exceptionally qualified candidates.
2.	University Engineer	01	Unreserved	Rs. 15,600-39100/- (PB-3) with Grade Pay of Rs. 8000/-	<p>i. Uniformly good academic record with a Bachelor's Degree in Engineering with minimum 55% marks or its equivalent grade in the point scale wherever a grading system is followed.</p> <p>ii. At least 10 years' experience in a position involving supervision, control and planning of construction work under Government/ quasi Government/ University/ Institute of Higher Learning.</p>	<p>i. A postgraduate Degree in Civil, Mechanical or Electrical Engineering</p> <p style="text-align: center;">OR</p> <p>ii. Experience of 5 years in large scale industrial concern in a position involving decision making in planning, estimating, designing and supervision of construction.</p>	Age not less than 35 years on 01-01-2013. Relaxable in case of exceptionally qualified candidates.

3.	Sports Officer	01	Unreserved	Rs. 15,600-39100/- (PB-3) with Grade Pay of Rs. 6000/-	<p>i. Constantly good academic records followed by Master Degree in Physical Education or a Master Degree with a diploma or degree in Physical Education.</p> <p>ii. A minimum of 5 years' experience in organising and conducting physical education or sports activities in a College/ Institute of Higher Learning. Preference will be given to candidate having Diploma /Degree from the National Institute of Sports. Requirement of Master degree may be waived in case of graduate candidates with good academic record or at least 10 years experience of recognition in allied fields.</p>	i. Expertise in sports, games and sports administration recognised by the All India Sports Council.	Age not less than 30 years on 01-01-2013. Relaxable in case of exceptionally qualified candidates.
4.	Assistant Registrar (Records & Statistics)	01	Unreserved	Rs. 15,600-39100/- (PB-3) with Grade Pay of Rs. 6000/-	<p>i. Uniformly good academic record with a Master's Degree with minimum 55% marks or its equivalent grade in the point scale wherever a grading system is followed.</p> <p>ii. At least 10 years' experience in a Supervisory capacity in a University or a Research Institute or a Government/ Quasi Government organization.</p> <p>iii. At least 5 (five) years' administrative experience.</p>	i. A degree in Business Management or Law or Statistics or Planning.	Age not less than 30 years on 01-01-2013. Relaxable in case of exceptionally qualified candidates.
5.	Superintendent, C.U. Press	01	Unreserved	Rs. 15,600-39100/- (PB-3) with Grade Pay of Rs. 6000/-	<p>i. Uniformly good academic record with a Master's Degree with minimum 55% marks or its equivalent grade in the point scale wherever a grading system is followed.</p> <p>ii. For graduates with degree/ diploma in Printing Technology, the Master's Degree may be waived.</p> <p>iii. At least 5 years' experience in printing and publication and in Management of Printing Press.</p>	i. 15 years' experience in Management of a Government/ University/ College Press University Branch supervisory posting in which case the requirement of a Master's Degree may be waived.	Age not less than 30 years on 01-01-2013. Relaxable in case of exceptionally qualified candidates.

Stipulations in respect of qualifications, experience and age may be relaxed by the Syndicate in cases of exceptionally brilliant candidates or candidates who have been working in the University System on the recommendation of the relevant Standing Committee. The Standing Committee reserves the right to consider suitable persons who may not formally apply. Appointment will be made on probation for one year which may be waived or extended in exceptional cases and will be governed by the rules of the University as framed and / or to be amended from time to time. Candidates already in employment should apply through proper channel.

Applications (7 copies) in prescribed form obtainable from the University Sales Counter at College Street Campus, Kolkata - 700 073, on University working days from 10.30 a.m. to 3 p.m. on payment of Rs. 300/- in cash (Rs.75/- for SC/ST/PC candidates on submission of relevant documents issued by the Competent Authority) should reach the undersigned not later than 31-07-2013.

The **Envelope containing Application should bear the Advertisement No. and the name of the Post.**

The applicant **must state on the top of the first page of the application Email address and Mobile Number** to enable the University to contact them at short notice.

Application without the duly filled in Synopsis will not be considered.

Applications in the prescribed proforma may also be downloaded from the University Website at “www.caluniv.ac.in” and such applications (7 copies) duly attached with a Bank Demand Draft of Rs. 300/- (Rs. 75/- for SC/ST/Physically Challenged candidates together with all the required documents) or US \$ 20 drawn in favour of the Registrar, University of Calcutta, along with the filled-in prescribed form should reach the office of the undersigned not later than 31-07-2013.

Registrar