

**UNIVERSITY OF NORTH BENGAL**  
**Office of the Registrar**  
P.O. N. B. U, Dist. Darjeeling, Pin-734013.

Online applications are invited in the prescribed format within **22.04.2022** from bonafide Indian citizens for filling-up of vacancy to the various substantive posts. For details please visit university website [www.nbu.ac.in](http://www.nbu.ac.in) (Recruitment Section).

**Advt. No. 05/R- 22 Dated: 09.04.2022**

**Registrar (Offg)**

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**Detailed Information**

Sl. No	Name of the post	Pay Level	No. of vacancies	Category of the post
1	Estate Officer	PL-10:57700-182400	1	UR-1
2	Deputy Controller of Examination	Pay Level 12: 79800 - 211500	1	UR-1
3	Section Officer	PL-9:37100-95500	1	UR-1
4	Assistant Professor in Geography & Applied Geography	PL-10:57700-182400	1	UR-1

**Qualifications for the substantive Officers & Teaching posts as advertised.**

**1. Estate Officer – 1 Post (UR)**

**Essential Qualification:**

(i) A degree in Law or Management (ii) At least 5 years' experience in dealing with matters for up-keeping of a estate including management of properties, control of personnel, etc. (iii) Age not below 30 years. Relaxable in case of exceptionally qualified candidates.

**Desirable:** Experience in gardening / landscaping or experience in inventory control of as legal consultant to large scale industrial concern.

**2. Deputy Controller of Examinations: 1 post [UR]**

**Essential Qualifications:**

- 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.

- ii. At least 10 (ten) 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.

OR

Comparable experience in research establishments and other institutions of higher learning.

OR

10 (ten) years administrative experience, of which 5 years shall be as Assistant Registrar or equivalent post.

- iii. Age not less than 35 years. Relaxable in case of exceptionally qualified candidates.

**Desirable Qualification:**

- i. A Doctorate Degree or published papers of high standard
- OR
- 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.
- iii. For Deputy Controller of Examinations it is essential to have experience of at least 3 years in conducting of examinations in either undergraduate teaching institution or equivalent.

**3. Section Officer – 1 Post (UR)**

**Essential Qualification:** i) Post Graduate degree in any discipline from any recognized university / institute. ii) The candidate must have Degree / one year Diploma in Computer Application from any government recognized institute. iii) Atleast of 05 (five) years administrative experience as section in-charge / supervisory level in any government / quasi government organization.

**Desirable:** Knowledge on accounting and financial issues.

**4. Assistant Professor in Geography & Applied Geography – 1 Post (UR)**

For the disciplines of Arts, Commerce, Humanities, Education, Law, Social Sciences, Science, Languages, Library Science, Physical Education and Journalism & Mass Communication.

Eligibility (a or b):

**a.**

i) A Master's degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed in a concerned /relevant / allied subject from an Indian University or an equivalent degree from an accredited foreign university.

ii) Besides fulfilling the above qualification, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR, or a similar test accredited by the UGC like SLET / SET, etc. However the exemptions in this regard are specified in Note 2

OR

**b.** The Ph.D degree has been obtained from a foreign university / institution with a ranking among top 500 in the World University Ranking (at any time) by one of the following:

(i) Quacquarelli Symonds (QS) (ii) The Times Higher Education (THE) or (iii) The Academic Ranking of World Universities (ARWU) of the Shanghai Jia Tong University (Shanghai).

***The Academic Score as specified in Appendix I (Table 2 A) shall be considered for short-listing of the candidates for interview only as prescribed in the UGC Regulations 2018 and the selections shall be based only on the performance in the interview.***

#### **NOTE**

##### **1. Relaxation of Marks for Direct Recruitment of Assistant Professor:**

i. A relaxation of 5% may be provided at the Graduate and Masters level for the Scheduled Castes/Scheduled Tribes/Differently-abled (physically and visually differently-abled) / other Backward Classes (non-creamy layer) categories for the purpose of eligibility and for assessing good academic records during direct recruitment to teaching positions. However, differently-abled (physically and visually) candidates are not eligible for any marks relaxation in Physical Education discipline.

ii. The minimum qualifying marks of 55% is relaxable by 5% marks (from 55% to 50%) at the Master level for Ph.D. Degree holders who have obtained their Masters degree prior to September 19, 1991.

iii. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.

iv. All the essential qualifications must have been obtained from a recognized University/ Institute. By a recognized University / Institute is meant a University / institute affiliated to UGC/other statutory apex bodies, or recognized by the State or Central Government as a centre of higher learning. In case of a foreign University, the degree concerned should be recognized as equivalent to its Indian counterpart by the Association of Indian Universities.

##### **2. NET/SLET/SET Exemption for the Post of Assistant Professor:**

i. The candidates who have been awarded Ph.D. Degree in the same or in a relevant subject in accordance with the University Grants Commission (Minimum Standards and Procedure for award of Ph.D. Degree) Regulations, 2009 are exempted from qualifying in the Eligibility Test (NET/SLET/SET).

ii. Candidates registered for Ph.D. programme prior to 11 July, 2009 shall be exempted from qualifying in the Eligibility Test ( NET/SLET/SET) as described hereinafter :

The award of Degree to candidates registered for the Ph.D. programme prior to July 11,2009, shall be governed by the provisions of the then existing Ordinances/ Bye laws/ Regulations of the institutions awarding the Degree in the same or relevant subject shall be exempted from the requirement of NET/SLET/SET, subject to fulfillment of the following conditions:

a) Ph.D. degree of the candidate awarded in regular mode only;

b) Evaluation of the Ph.D. thesis by at least two external examiners;

- c) Open Ph.D. viva voce of the candidate had been conducted;
- d) Candidate has published two research papers from his/her Ph.D. work out of which at least one must be in a refereed journal;
- e) Candidate has made at least two presentations in conferences/seminars, based on his/her Ph.D work.

***The fulfillment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the university concerned.***

iii) NET/SLET/SET shall also not be required for such Master's Programmes in disciplines for which NET/SLET/SET is not conducted.

3. The Ph.D degree will be a mandatory qualification for direct recruitment to the post of Assistant Professor in universities w.e.f. 01.07.2023 as per the extant order of UGC.

4. Relevant / allied disciplines in each case, good academic record may be decided by the appropriate bodies of the concerned university.

5. The period of time spent by the candidates to acquire M. Phil and/ or Ph.D. degree shall not be claimed or considered as teaching/research experience for appointment to the post of Associate Professor/ Professor.

6. Composition of the selection committee and the selection criteria based on the candidates' academic record, research experience, performance in his/ her previous academic/ research positions in the colleges/ universities/ research institutes/ industries and other related aspects may be decided by the appropriate bodies of the concerned university taking into consideration as far as practicable, the relevant guidelines of UGC in such matters.

7. The overall selection procedure shall incorporate transparent and objective methodology of analysis of the merits and credentials of the applicants based on weightage given to the overall performance of the candidate in different relevant dimensions based on a scoring system adopted by the selection committee.

8. In addition to the minimum eligibility criterion and experiences as stated above for each category of academic positions, the concerned universities may include other relevant qualifications / experiences.

#### **9 Age limits:**

The upper age limit is 40 (forty) years on 1<sup>st</sup> day of January of the year of advertisement in the first entry relaxable up to 5 years for SC/ST and 3 years for OBC category (non –creamy layer) candidates for the post of Assistant Professor. Differently-abled candidates (except in the post of Physical Education) are entitled to an age relaxation of 10 years.

**10 Reservation:** The state Government norms regarding reservation as amended from time to time shall be followed.

#### **General instructions to the candidates:**

1. Abbreviations used: UR – Unreserved
2. **Application fee:** Rs. 600/- (Rs.300/- for SC/ST/OBC-A/OBC-B/ PH candidates) for the post of Estate Officer, Section Officer and Assistant Professor and Rs. 1500/- (Rs.750/- for SC/ST/OBC-A/OBC-B/PH candidates) for the post of Deputy Controller of Examination which **must be paid online at the time of filling-up of the online form.**

3. **Age Limit: As per existing Government Order.**
4. Persons employed in Government / Semi-government organizations / Autonomous bodies should submit their application through proper channel. They may, however, send an advance copy of the application. Those who are unable to process their application through proper channel may submit a '**no objection certificate**' from the present employer at the time of the interview. However, they should also submit an undertaking to that effect alongwith the application form. No direct application from such candidates will be entertained.
5. *Candidates belonging to the OBC-A and OBC-B categories, whose caste certificate was issued more than one year ago, must produce a ratification certificate from the issuing competent authority that they do not belong to the creamy layer as on date of advertisement along with a copy of the previous certificate. For reservation for OBC, SC, ST the certificates issued by the competent authority within the state of West Bengal shall only be considered valid. Such certificates issued by other states shall not be considered for the purpose of reservation. However such candidates may apply as unreserved candidates.*
6. The university reserves the right of rejecting any or all the applications without assigning any reason thereof.
7. Mere eligibility will not vest any right on any candidate for being called for interview / in any other form of selection process.
8. Only shortlisted candidates will be called for interview / test.
9. No correspondence from the candidates will be entertained in connection with the process of selection. Canvassing in any form will entail disqualification of candidature.
10. Incomplete applications, applications without the requisite fees, or applications received after the due date are liable to be rejected.
11. Candidates are requested to visit university website (Recruitment Section) for update information about recruitment.
12. List of eligible candidates will be hosted in the university website.
13. Date, time and venue of the interview /test will be hosted in the university website.
14. Decision of the university about recruitment shall be final and binding to applicants.
15. A relaxation of 5% in the marks may be provided for the candidates belonging to SC/ST/Differently-abled (physically as well as visually) categories.

**Registrar (Offg.)**