

OFFICE OF THE REGISTRAR :: GAUHATI UNIVERSITY :: GUWAHATI - 781014  
PERSONNEL DEPARTMENT :: (ESTABLISHMENT BRANCH)

OFFICE ORDER

As per approval of the Hon'ble Vice-Chancellor, G.U. dated 13.06.2022 Prof. Amit Choudhury, Head, Department of Statistics, G.U. is hereby assigned the additional responsibility of the Director i/c, GUIDOL, G.U. with immediate effect until a new Director is appointed in GUIDOL. in addition to his normal duties.

Prof. Amit Choudhury is requested to take over the charge from Prof. Dandadhar Sarma, Director, i/c, GUIDOL, and submit a joining report to the undersigned with a copy to the Treasurer, G.U.

Sd/-  
Registrar  
Gauhati University

Date:- 21/6/2022

**Memo No. GU/Estt/OCR/2022/1233-42**

*Copy forwarded for information and necessary action to:*

1. The Treasurer, G.U.
2. The Secretary University Classes, G.U.
3. The Heads of all Academic & Administrative Departments, G.U.
4. The Director of G.U. Centres/Institute
5. The Deputy Registrar, G.U.
6. The Chief Statistical Officer, G.U.
7. The Secy. to the Hon'ble V.C., G.U.
8. The Secy. to the Registrar, G.U.
9. Persons concerned
10. Concerned file

Registrar  
Gauhati University



**OFFICE OF THE REGISTRAR**  
**GAUHATI UNIVERSITY, GUWAHATI - 781014**  
**Advertisement No. NTS- 4/2022**

Applications on prescribed format are invited from the eligible Indian citizens for the following posts in Gauhati University:

Sl. No.	Name of the Post	No. of Post	Reservation	Pay Structure
1.	Secretary, University Classes, G.U. (Against Lien Vacancy)* (Administration)	1	UR	PB Rs. 1,44,200-2,18,200/- Plus other usual allowances as admissible
2.	Academic Registrar, G.U. (Against Lien Vacancy)*	1	UR	PB Rs. 1,44,200-2,18,200- Plus other usual allowances as admissible
3.	Principal, University Law College, Gauhati University	1	UR	PB Rs. 1,44,200-2,18,200- Plus other usual allowances as admissible
4.	Director, GUIDOL, G.U.	1	UR	PB Rs. 1,44,200-2,18,200- Plus other usual allowances as admissible
5.	Deputy Treasurer, G.U. (Against Lien Vacancy)*	1	UR	PB Rs. 78,800-2,09,200/-

\* If the permanent incumbent comes back during the lien period, the appointment against his lien will automatically come to cease.

**QUALIFICATION & EXPERIENCE**

**1. Secretary, University Classes, Gauhati University**

**Essential Qualifications:**

i) Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed.

ii) 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**

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

**OR**

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

**Desirable Qualification:**

Ph.D degree shall be desirable but not an essential qualification

**Age:**

Should not be below 45 years of age as on the last date of receipt of application.

**N.B.**

*Applicants who have applied earlier against Advt. No. NTS-01/2021 dated 04.02.2021 need not apply again. However, they may update their application.*

**2. Academic Registrar, Gauhati University**

**Essential Qualifications:**

i) Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed.

ii) 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**

Continued...

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

OR

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

Age: Should not be below 45 years of age and not more than 55 years of age as on the last date of application.

### 3. Principal, University Law College, Gauhati University

**A. Eligibility**

i. LLM, Ph.D. in Law (as per Legal Education rules 2008 of B.C.I.) Rule-16  
ii. Professor/Associate Professor with a total service/ Experience of fifteen years of teaching/research/administration in Universities, Colleges and other institutions of higher education.

iii) A minimum of 120 Research Score as per Appendix III, Table 2.

**B. Tenure**

College Principal shall be appointed for a period of five years initially extendable for another term of five years on the basis of performance assessment by a similar Selection Committee process which shall take into account an External Peer Review Committee assessment, constituted as per these regulations.

Age: Should not be below 45 years of age and not more than 55 years of age as on the last date of application.

### 4. Director, Guahati University Institute of Distance and Open Learning (GUIDOL, Gauhati University)

**Essential Qualification:**

i) Master Degree with atleast 55% marks and Ph.D. in the allied/relevant disciplines.

ii) A minimum of 10 (ten) years of teaching experience in University/College, and/or experience in research at the University/National level institutions or atleast 5 years experience in administration in academic or research institute

iii) A relaxation of 5% may be provided at the Bachelor's as well as Master's level for the candidates belonging to Scheduled Caste/Scheduled Tribe/Differently abled (Physically and visually differently abled) categories for the purpose of eligibility and for assessing good academic record during direct recruitment to teaching positions. The eligibility marks of 55% marks or an equivalent grade in point scale (wherever the 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 marks procedures.

**Desirable Qualification:**

i) Experience in ODL system & learning.  
ii) Contribution to education with innovative design of new curricula/ courses, and technology-mediated teaching/learning process.

Age: Age should not be above 55 years on 21.06.2022.

Tenure: The term of the post is 5 years and it will come to an end on attainment of 60 years or on completion of 5 years whichever is earlier.

### 5. Deputy Treasurer:

**Essential Qualification:**

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

Continued...

d) 5 years of administrative experience as Assistant Registrar or in equivalent post.

Age: Should not be above 45 years as on last date of application.

**INSTRUCTIONS & INFORMATION**

- I. **Application form:** Prescribed application form, the details of qualifications & other are available in the University website - [www.gauhati.ac.in](http://www.gauhati.ac.in). The candidates may download the application form from the above website. Application in any other form will not be accepted.
- II. **Application fee & last date:** Candidates will be required to pay an amount of Rs. 1000/- (Rupees One Thousand) only and in case of SC/ST Rs. 500/- (Rupees Five Hundred) only by Demand Draft in favour of the "Registrar, Gauhati University" payable at SBI, G.U. Branch as an application fee for the post. Completed applications in the prescribed form along with necessary enclosures must reach "The Registrar, Gauhati University, Guwahati-14 latest by 21.06.2022. (Two) copies of application forms with all testimonials are needed to be submitted. The envelope containing the application form must indicate the name of the post & advertisement no.
- III. Those are in employment should submit their applications through proper channel or must submit a No Objection Certificate from the employer. Application without NOC will be rejected.
- IV. 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.
- V. The University reserves the right to change, modify or 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 and no appeal in this regard shall be entertained.
- VI. The University will not be responsible for late/non receipt of call letters for the test/interview due to postal delay.
- VII. Candidates if found indulging in canvassing in any form will be disqualified.
- VIII. 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. The university reserves the right for short listing of applications to be called for interview, even if eligible and shortlisted.

Sd/-  
Registrar

Gauhati University

Memo No. GU/Estt/OCR/Advt. & Appt./NTS-4/2020/588-95

Date:- 31.05.2022

Copy forwarded for information and necessary action to:

1. The Treasurer, G.U.
2. The Secy. to V.C., G.U.
3. The Secy. to Registrar, G.U.
4. The University Employment Guidance Bureau, G.U.
5. Concerned advertising agency.
6. Guard file-Advertisement.
7. The System Officer, G.U., with a request to upload the same in the G.U. website.
8. The concerned file.

Registrar  
Gauhati University