



THE UNIVERSITY OF BURDWAN
RAJBATI, BURDWAN – 713104

Advertisement No. 03/2022-2023 Dated 8th September, 2022

Applications are invited from Indian citizens for the Post(s) as mentioned below, in the Pay Structure as noted against each and other admissible allowances, in the prescribed form to be downloaded from the University Website: **www.buruniv.ac.in** :-

Price of Application Form

| Pay Level | for General category | for Reserved category |
|---|-----------------------------|------------------------------|
| For the posts with Pay Level - 14 (Rs. 1,44,200/- to Rs. 2,18,200/-) | Rs 1,500/- | Rs 1,000/- |
| For the posts with Pay Level - 10 & Pay Level - 12 (Rs. 57,700/- to Rs. 1,82,400/-) & (Rs. 79,800/- to Rs. 2,11,500/-) | Rs 1,000/- | Rs 750/- |

Payment be made only through NEFT in the designated a/c No. 10212631227 [IFSC SBIN0002033, Branch: Burdwan University, Beneficiary Name: The University of Burdwan] with State Bank of India (SBI). After making the NEFT, the candidate are required to attach the scanned/digital copy of the Fee Payment Receipt with the application form [containing UTR No. or Transaction Reference No. for enabling the University to track the payment (through UTR) made by the candidate]. Downloaded Form shall accompany with 'Fee Payment Receipt' of requisite price for the mentioned posts. Completed application in the prescribed form along with photocopies of two sets of all credentials must reach the office of the Registrar, The University of Burdwan, Golden Jubilee Building, Nurse Quarter More, Purba Bardhaman-713104, West Bengal, India by **05:00 p.m. of 18.10.2022**, to be submitted either by hand or through Post Office/Courier Service (through proper channel, in case of already employed candidates). **No application will be accepted after 05:00 pm of 18.10.2022.**

No TA/DA is admissible for attending the interview. It should be noted that possession of minimum eligibility shall not confer any right to be called for interview. Incomplete applications/non payment of price of form, as prescribed, will be rejected. Selection shall not be confined to those who will apply formally.

1. Technical Officer - III for University Science Instrumentation Centre (USIC) - 1 Post (UR)
(Pay Level - 14, Rs. 1,44,200/- to Rs. 2,18,200/-)

Essential Qualifications:

- i. B. Sc. in any discipline.

OR

B.E./B.Tech. in Electronics/Radio Physics and Electronics/Electronics and Communication/ Instrumentation/Electronics and Instrumentation/Applied Electronics and Instrumentation.

AND

- ii. M. Sc. in any discipline with at least 55% marks/or equivalent grade (wherever grading system is followed) .

OR

M.E./M.Tech. in Electronics/Electronics and Communication/Radio Physics and Electronics/ Instrumentation/Electronics and Instrumentation/Applied Electronics and Instrumentation with at least B+ grade.

AND

- iii. Ph. D. in any branch of Science/Engineering/Technology group.
iv. Age : Minimum of 40 years.

Specialization: Research and Development work should be in Electronics/Analytical Instruments/ Devices.

Experience : At least 15 (fifteen) years experience in an Academic institute/reputed laboratory/ Industry of which at least 08 (eight) years should be in handling analytical instruments with senior position and should also provide the evidence of his/her achievement by the way of high quality publications and/or Patents related to new designs and process.

2. Technical Officer - I for University Science Instrumentation Centre (USIC) - 1 Post (UR)
(Pay Level - 10, Rs. 57,700/- to Rs. 1,82,400/-)

Essential Qualifications:-

- i. B. Sc. in any discipline.

OR

B.E./B.Tech in Electronics/ Electronics and Communication/ Instrumentation/Electronics and Instrumentation/ Applied Electronics and Instrumentation.

AND

- ii. M.Sc. in any discipline with at least 55% marks/or equivalent grade in the point scale wherever a grading system is followed.

OR

M.E./M.Tech. in Electronics/Electronics and Communication/Instrumentation/Nano Science and Technology/Electronics and Instrumentation/Applied Electronics and Instrumentation with at least B+ Grade .

AND

- iii. At least 05 years Research experience with publication from an academic institute/reputed laboratory.
- iv. Age : Not below 30 years

Desirable Qualifications:

- i. Ph. D. in any discipline of Science /Engineering/Technology Group.
- ii. Experience of handling sophisticated analytical instruments.
- iii. Knowledge of computational modeling.

3. Electronics Engineer- 1 Post (UR), (Pay level 12, Rs. 79,800/- to Rs. 2,11,500/-)

Essential Qualifications:

- i. B. Sc. in Physics or Electronics with 1st Class or equivalent.

OR

B.E./B.Tech. in Electronics/Radio Physics and Electronics/Electronics and Communication/Instrumentation/Electronics and Instrumentation/Applied Electronics and Instrumentation with 1st Class or equivalent.

AND

- ii. M.Sc. in Physics with Electronics as Major or Specialization/Electronics/Electronics and Communication/Instrumentation with 1st Class or equivalent.

OR

M.E./M.Tech in Electronics/Electronics and Communication/ Radio Physics and Electronics/Instrumentation/ Electronics and Instrumentation/ Applied Electronics and Instrumentation with 1st Class or equivalent.

- iii. Ph. D. in Science/Engineering in Physics/Electronics/Instrumentation/Allied topic.
- iv. Age: Minimum of 35 years.

Desirable Qualification: Experience of handling sophisticated electronics/ analytical instruments.

Experience: At least 10 (ten) years experience in research/development in the field of Electronics/Instrumentation in an Academic Institutes/ Industry.

4. Co-ordinator for SC/ST Cell – 1 Post (UR), (Pay level - 10, Rs. 57,700/- to Rs. 1, 82,400/-)

Essential Qualifications:-

- i. Uniformly good academic record with B+ Master Degree or its equivalent grade in the point scale wherever a grading system is followed in any discipline.
- ii. At least 5 years experience in a responsible Administrative/Academic position in a University or College.
- iii. Age : not below 30 years.

Desirable Qualification: Experience in statistical/data analysis.

5. Project Officer (Department of Life-Long Learning) - 1 Post (SC)

(Pay Level - 10, Rs. 57,700/- to Rs. 1, 82,400/-)

Essential Qualifications:-

- i. Good academic record with a Master's Degree of an Indian University or an equivalent qualification of a Foreign University with minimum 55% marks or its equivalent grade in the point scale wherever a grading system is followed in any subject of Social Science group or Education.
- ii. M.Phil. or Ph.D. in a subject related to Social Sciences or Education.
- iii. Age not below 30 years.

Note: preference will be given to the candidates having at least 5 years experience in a responsible Administrative/Academic position in a University or College.

N.B.

- i. UR-Unreserved, SC-Schedule Caste.
- ii. 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).
- iii. At the Masters Level it is required to satisfy the minimum eligibility criteria.
- iv. For assessing good academic record throughout the candidate's career is required.
- v. The marks in each case mean the qualifying marks without any grace marks and / or rounding of procedures.

General instructions to the Applicants

- 1. Candidates applying for more than one post will have to apply separately for each post.
- 2. 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 along the application form. No direct application from such candidates will be entertained.

3. 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 SC, ST, OBC-A, OBC-B 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.
4. The university reserves the right of rejecting any or all the applications without assigning any reason thereof.
5. Mere eligibility will not vest any right of any candidate for being called for interview/in any other form(s) of selection process. Only the short listed candidates will be called for interview. The decision of the university in all matters will be final.
6. **A candidate belonging to any reserve category who also desires to be considered for any unreserved post in addition to the post under Reserve Category will have to submit separate forms with requisite fees for UR posts and Reserve posts.**
7. All the certificates, testimonials and other relevant documents in original will be required at the time of interview for necessary verification (if called).
8. No correspondence from the candidates will be entertained in connection with the process of selection. Canvassing in any form will entail disqualification of Candidature.
9. No information will be sent to those candidates who are not shortlisted for interview.
10. (i) Appointment will be made on probation for one year. On satisfactorily completion of the probation period the incumbent concerned will be considered for being confirmation in service. (ii) Service conditions as will be notified by order of the Dept. of Higher Education, Govt. of West Bengal from time to time, will be applicable.
11. Incomplete applications, applications without self-attested copies of certificates, applications without the requisite fees or applications received after the due date are liable to be rejected.
12. **Candidates must write Advt. No. and “Name of the Post Applied For” on the top of the envelope containing the application form.**
13. Any dispute (s), subject to jurisdiction will be under the Hon’ble High Court at Calcutta only.

Sd/-
Registrar
The University of Burdwan

THE UNIVERSITY OF BURDWAN



APPLICATION FORM (for the Post of Officers)

Paste here self
attested recent
passport size
colour
photograph

Advt. No.....Mandatory Field.....dt.....Mandatory Field.....

To
The Registrar
The University of Burdwan
Rajbati, Burdwan 713 104

Sir,

I beg to apply for the post of.....Mandatory Field..... under the Category
of..... Mandatory Field.....in terms of your advertisements referred to above. The requisite particulars are
given below:-

1. (a) Name in full (BLOCK LETTER)Mandatory Field.....

(b) Gender: Mandatory Field

2. (a) Father's/Husband's name & Occupation.....

(b) Mother's name & Occupation

(c) Phone/Mobile No. (i).....Mandatory Field.....

(ii) WhatsApp No.....

(d) E-mail: Mandatory Field (Use BLOCK LETTER)

3. Postal address in full (Communication) Mandatory Field

4. Permanent addressMandatory Field.....

5. Date of Birth (in Christian era) Mandatory Field.....

Age (as on 1st January of the Year of Advertisement):Mandatory Field.....

6. Category to which he/she belongs* : GEN /SC /ST /OBC-A /OBC-B/EWS.....Mandatory Field.....
(*evidence to be produced)

7. Whether physically handicapped (PWD):.....Mandatory Field.....
(If yes, please submit copy of proof thereof)

8. ReligionMandatory Field.....

9. Marital statusMandatory Field.....

10. Whether a citizen of IndiaMandatory Field.....

11. If the advertisement contains provision for higher initial pay, minimum pay acceptable may be stated:

.....

12. Whether the candidate has been outside India, If so, the following particulars should be given: Mandatory Field

| Country Visited | Date of Visit | Duration of Visit | Purpose of Visit |
|-----------------|---------------|-------------------|---------------------|
| | | | Add row if required |

13. What languages (including Indian language) can you read, write or speak? Mandatory Field

| Read only | Speak only | Read and Speak | Speak and Write |
|-----------|------------|----------------|-----------------|
| | | | |
| | | | |
| | | | |

14. Particulars concerning academic career commencing with matriculation or equivalent examination to be stated chronologically. Failure at any examination or in any term must be specifically mentioned: Mandatory Field

| Particulars | Madhyamik/Equivalent | H.S./Equivalent | Bachelor's Degree | Master's Degree |
|--|----------------------|-----------------|-------------------|-----------------|
| Qualifications (Exams) | | | | |
| Division/Grade or Class | | | | |
| Year of passing | | | | |
| % of Marks | | | | |
| CGPA (Point Scale) | | | | |
| Main Subjects | | | | |
| Board/University | | | | |
| Any other information e.g. particulars of any prizes, medals, obtained. | | | | |

15. (a) Professional Qualifications

(b) Whether NET/SLET/SET Qualified:.....Mandatory Field.....Date of AwardMandatory Field.....

If so, give detailsMandatory Field.....

16. Any other qualification: (Typed copies of other qualifications, publications of research work or other data may be furnished, if the space provided is found to be insufficient)

(a) Details of any advanced Post-graduate work or published papers: Copies of papers should be furnished, if possible:

No. of Papers:

(i) National: (ii) International:..... (iii) Accepted for Publication.....

(b) Whether Ph.D. Awarded/Submitted: Yes/No..... Mandatory Field

If Awarded/Submitted Date of Award/Submission ... Mandatory Field

(i) Title of the Thesis: Mandatory Field

(ii) Name of the University/Institute: Mandatory Field

(iii) Whether the Ph.D. awarded as per UGC Regulations,2009/2016:Yes/No... Mandatory Field.....

If yes, attach Certificate of the University/Institution concerned.

(iv) Date of award: Mandatory Field

17. Details of employment since leaving School or College to be stated chronologically, gaps, if any, should be accounted for **(Most recent first):** Mandatory Field

| Name of Office/Firm or institution where employed | Date of joining | Date of leaving | Reasons for leaving the previous service | Designation of post held and whether permanent or temporary | Give details of pay drawn, scale of pay, allowances, etc. |
|---|-----------------|-----------------|--|---|---|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | Add row if required |

18. If selected, how many days require before joining the post: Mandatory Field

19. NEFT details (provide UTR No. or Transaction Reference No.)..... Mandatory Field

..... & date..... Mandatory Field..... depositing the application fee Rs. Mandatory Field....

20. Bank Details of Applicant: Mandatory Field

(a) Name of the Account Holder:-

(b) Name of the Bank and Branch code:-

(c) Account Number:-

(d) IFSC code:-

21. Particulars of activities, if any, in the University Officers' Training Corps/Indian Territorial Force/National Cadet Corps/Games/Sports/Type/Shorthand/Computer, etc. Mandatory Field

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.....

22. Whether applied previously for any post in The University of Burdwan. If so, details of it

Mandatory Field.....

23. Name of two referees, with details, to whom the candidate is known: [Mandatory Field](#)

(1).....

(2).....

24. Additional Information, if any, relevant to the suitability of the post applied for (A separate sheet may be attached, if needed) :

25. Extracurricular activities, if any

26. Documents and attested copies of Certificates/Diploma/Degree, etc. [Mandatory Field](#)

- | | |
|------------|---------------|
| i. | Index No..... |
| ii. | Index No..... |
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DECLARATION

I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. If any information is found to be incorrect at any stage, my application shall be liable to be rejected.

.....

Date.....

Signature in full

THE UNIVERSITY OF BURDWAN



Advertisement NoMandatory Field.....

DateMandatory Field.....

PARTICULARS OF CANDIDATES FOR THE POST OFMandatory Field.....

Under the Category ofMandatory Field..... **in THE UNIVERSITY OF BURDWAN**

1. (a) Name in fullMandatory Field..... **(In block letters)**

(b) Gender: Mandatory Field

2. Present Address (Communication)Mandatory Field.....

.....

3. Permanent Address Mandatory Field

.....

4. Phone No./Mobile No./E-mail/Whatsapp No: Mandatory Field

5. Date of Birth Mandatory Field Age (as on 1st of January of the date of Advertisement):.....

6. Academic Career (Stating Percentage of marks and/OR CGPA in each of the examination): Mandatory Field

| Examination Passed | Division/Class | Year of Passing | University/Board | % of Marks | CGPA |
|---|----------------|-----------------|------------------|------------|------|
| Madhyamik/or its equivalent | | | | | |
| H.S or its equivalent | | | | | |
| B.A/B.Sc/B.Com. | | | | | |
| M.A/M.Sc/M.Com.(Pl. mention spl. Paper, if any) | | | | | |
| Others | | | | | |

7. Any other information (e.g., Prizes or Medals obtained from the University)

.....

8. Particulars of Doctoral Degree, if any (Awarded/Submitted): Mandatory Field

Title of Thesis.....

Date of award/submission:

9. Details of advanced Post-Graduate work of..... Mandatory Field

No. of published papers: National-.....International-.....

10. Present Employment:- Mandatory Field

(i) Employer.....

(ii) Designation held

(iii) Present basic pay with scale of pay

11. Other emoluments, if any Mandatory Field

12. Minimum basic pay acceptable, if selected Mandatory Field

13. Bank Details: Mandatory Field

(e) Name of the Account Holder:-

(f) Name of the Bank and Branch code:-

(g) Account Number:-

(h) IFSC code:-

Signature in full of the applicant with date