



नागालैण्ड विश्वविद्यालय

NAGALAND UNIVERSITY

(संसद द्वारा पारित अधिनियम 1989, क्रमांक 35 के अंतर्गत स्थापित केंद्रीय विश्वविद्यालय)

(A Central University established by an Act of Parliament No.35 of 1989)

मुख्यालय : लुमामी, जिला : जुन्हेबोटो (नागालैण्ड), पिनकोड – 798627

Hqrs : Lumami, Dist. Zunheboto (Nagaland), Pin Code – 798627

वेबसाइट / Website : www.nagalanduniversity.ac.in

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Dated: Lumami the 27th September, 2022.

ADVERTISEMENT

No.03 /2022

Applications in the prescribed format are invited for the following Non-Teaching posts at Nagaland University and Krishi Vigyan Kendra (KVK), Nagaland University, Lumami. The application form can be downloaded from the Nagaland University website www.nagalanduniversity.ac.in. **The last date of receipt of application is 04th November 2022.**

NAGALAND UNIVERSITY:

Sl.No	Name of the post	No of post(s)	Reservation	Pay Matrix 7 th CPC
1	Farm Superintendent	01	1 UR	Pay Level-7 (44900-142400)
2	Senior Technical Assistant (Agricultural Engineering)	01	1 UR	Pay Level-6 (35400-112400)
3	Senior Technical Assistant (Agricultural Extension)	01	1 OBC	Pay Level-6 (35400-112400)
4	Senior Technical Assistant (Livestock Production & Management)	01	1 OBC	Pay Level-6 (35400-112400)
5	Junior Stenographer	01	1 UR	Pay Level- 4 (25500-81100)
6	Driver	03	2 ST 1 UR	Pay Level- 2 (19900-63200)
7	Junior Library Assistant	01	1 ST	Pay Level- 2 (19900-63200)
8	Cook	03	2 UR 1 ST	Pay Level- 2 (19900-63200)
9	Workshop Attendant (MTS)	01	1 UR	Pay Level- 1 (18000-56900)
10	Hospital Attendant (MTS)	01	1 UR	Pay Level- 1 (18000-56900)
11	Bus Conductor/Attendant (MTS)	01	1 UR	Pay Level- 1 (18000-56900)
12	Peon (MTS)	01	1 ST	Pay Level- 1 (18000-56900)
13	Sweeper-cum-cleaner (MTS)	02	1 UR 1 ST	Pay Level- 1 (18000-56900)
14	Library Attendant (MTS)	01	1 UR	Pay Level- 1 (18000-56900)
15	Chowkidar (MTS)	01	1 Ex-Serviceman	Pay Level- 1 (18000-56900)
16	Security Guard (MTS)	01	1 ST	Pay Level- 1 (18000-56900)

KRISHI VIGYAN KENDRA (KVK), NAGALAND UNIVERSITY, LUMAMI:

Sl. No	Name of the post	No. of post (s)	Reservation	Pay Matrix 7 th CPC
1	Assistant	01	1 UR	Pay Level-6 (35400-112400)
2	Driver	01	1 UR	Pay Level- 3 (21700-69100)

Abbreviation: **UR**: Unreserved **ST**: Scheduled Tribe **SC**: Scheduled Caste **OBC**: Other Backward Classes

Essential Qualification & Experience (KVK)

1. Assistant	<p>i) Master in Business Management/Post Graduate Diploma in Business Management/ M.A./ M.Com/ C.A.. OR B.Com./B.A./ Bachelor in Business Management with minimum five years of experience of working as Junior Accountant or Senior Clerk dealing with Financial/Accounts matter.</p> <p>Desirable:</p> <p>i) Working knowledge in PFMS ii) Computer Knowledge</p> <p>Age Limit: 30 Years</p>
2. Driver	<p>i) HSLC from a recognised Board ii) Possession of a valid and appropriate driving license from prescribed Government Authority.</p> <p>Desirable:</p> <p>i) One year trade Certificate in the relevant field from ITI, or ii) Experience of driving in a organised institution or iii) Experience of motor mechanic work.</p> <p>Age Limit: 28 Years</p>

Essential Qualification & Experience (Nagaland University)

1. Farm Superintendent	<p>i) M.Sc.(Agri) with 2 years experience in crop production/ farm management in pay level- 4 (7th CPC) or equivalent and above. OR B.Sc. (Agri) with 8 years experience in Farm Supervision in the pay Level-4 (7th CPC) or equivalent and above.</p> <p>Age Limit: 30 Years (Relaxable up to 40 yrs for in service)</p>
2. Senior Technical Assistant (Agricultural Engineering)	<p>i) PG in Agricultural Engineering with 2 years experience in the line.</p> <p>Age Limit: 28 Years</p>
3. Senior Technical Assistant (Agricultural Extension)	<p>i) PG in Agricultural Extension with 2 years experience in the line.</p> <p>Age Limit: 28 Years</p>
4. Senior Technical Assistant (Livestock Production & Management)	<p>i) PG in Livestock Production & Management with 2 years experience in the line.</p> <p>Age Limit: 28 Years</p>
5. Junior Stenographer	<p>i).12th class pass or equivalent from a recognised Board or University with Diploma in Stenography.</p> <p>ii) Skill Test Norms: -Dictation: 10 minutes @ 80 wpm. -Transcription: 65 minutes (English) -75 minutes (Hindi) on manual typewriter or 50 minutes (English). 65 minutes (Hindi) on computer</p> <p>Desirable: i) Working knowledge of computer. ii) Proficiency in English</p> <p>Age Limit: 27 years.</p>
6. Driver	<p>i) HSLC ii) Holder of valid Driving License for L/M/H Passenger Motor vehicle. Desirable: Working knowledge of Hindi and English.</p> <p>Age Limit: 28 years.</p>
7. Junior Library Assistant	<p>i) 12th class passed with 3 years experience in Library related works. Desirable: i) BLISc/B.Lib. ii) Knowledge of computer application.</p> <p>Age Limit: 28 years.</p>
8. Cook	<p>i) HSLC ii) Experience in Cooking/catering services in institutions/Guest Houses, hospices etc..</p> <p>Desirable: Working knowledge of Local language and Hindi/English.</p>

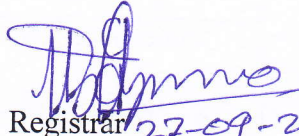
9. Workshop Attendant	i) HSLC ii) ITI Certificate in Automobiles/Mechanical Engineering from a recognised Institution with at least 2 years experience in maintaining vehicles. Age Limit: 28 years.
10. Hospital Attendant	i) HSLC ii) In-house training in Govt. Recognised Hospitals (6 months duration) Desirable: Work experience of 3 years in Govt. Recognised Hospitals/ Nursing Homes. Age Limit: 28 years.
11. Bus Conductor/Attendant	i) HSLC Desirable: Holder of valid driving License for L/M/H/ Passenger motor vehicle/ITI Certificate in Auto Electrician/Mechanic Age Limit: 28 years.
12. Peon	i) HSLC Age Limit: 28 years.
13. Sweeper-cum-cleaner	i) HSLC Age Limit: 28 years.
14. Library Attendant	i) HSLC Desirable: Working knowledge of computer. Age Limit: 28 years.
15. Chowkidar	i) HSLC Desirable: Working knowledge of Local language and Hindi/English Age Limit: 28 years.
16. Security Guard	i) HSLC Desirable: Working knowledge of Local language and Hindi/English Age Limit: 28 years.

GENERAL INFORMATION/INSTRUCTION TO THE CANDIDATES

Reservation and Age relaxation: As per GOI/UGC Rules

1.	<p>Application fee (excluding bank charges) for the post under Nagaland University at Sl.No 1 to 4 and KVK at Sl.No.1 is ₹1000/- (General/OBC Category) and ₹500/- (SC/ST). For the post Under Nagaland University at Sl.No. 5 to 16 and KVK at Sl.No. 2 is ₹500/- (General/OBC Category) and ₹250/- (SC/ST/Ex Servicemen) which must be deposited to Nagaland University Account No.33797581389 State Bank of India, Lumami Branch (IFSC Code No-SBIN0013380). Counterfoil issued by the Bank/ University challan/ online payment receipt shall be attached to the application as proof of payment of fees. Application fees once paid shall not be refunded under any circumstances. However, the candidates from PWD category are exempted from payment of application fee.</p> <p>Applications not accompanied by the prescribed fee shall not be considered for recruitment and be summarily rejected. No representation thereafter against such rejection will be entertained. It must be noted that the fee sent through Money Order/ Indian Postal Orders/ Crossed Cheques/ Currency Notes/ Treasury Challans/Demand Draft etc. will not be accepted by the University. Such applications will be treated as without fee.</p>
2.	<p>Sending of loose applications may be strictly avoided. The University shall not be responsible for any loss of documents in transit.</p>
3.	<p>Candidates belonging to SC/ST/EWS/OBC/PWD category should submit proper certificate as per the proforma of Govt. Of India.</p>
4.	<p>Candidates should attach self-attested copies of their certificates and mark-sheets from HSLC onwards in support of their educational qualifications, experience etc.</p>
5.	<p>Qualifications/Experiences etc. as on last date of submission of applications will only be taken into consideration.</p>
6.	<p>Application received after the last date shall be rejected.</p>
7.	<p>The University will not be responsible for non-receipt of any communication due to postal delay.</p>
8.	<p>No interim correspondence shall be entertained & canvassing in any form will be a disqualification.</p>
9.	<p>Separate application Form and Fee are required for each post in case candidates intending to apply for more than one post.</p>
10.	<p>Persons who are already working in the service under State/ Central Government or any other organization should send their applications through proper channel. However, advance copy may be submitted. In such cases “NO OBJECTION CERTIFICATE” & “Vigilance Clearance Certificate” from the employer must be produced at the time of written examination.</p>
11.	<p>The University shall have the right to restrict the number of candidates for written examination/skill test on the basis of qualifications and experience who posses higher than the minimum prescribed or by any other conditions as per the rules. The decision of the Screening Committee in regard to short listing the candidates from amongst the total number of applications received, shall be binding for all.</p>

12.	University shall verify the antecedents or documents submitted by candidates at any time during the process of recruitment/service. In case, it is detected that the documents submitted by the candidates are fake or the candidates has a clandestine antecedents/background for which he/she has been convicted by any court and has suppressed the said information, then his/her service shall be liable to be terminated.
13.	Submission of wrong/false information, if detected at any stage of the recruitment, the University reserves the right to withdraw/cancel any appointment made to the candidates.
14.	In case of any dispute/ambiguity that may occur in the process of Selection, the decision of the University shall be final and binding.
15.	Candidates claiming relaxation under reservation should submit a certificate of proof.
16.	Person suffering from not less than 40% of the relevant disability shall alone be eligible for the benefit of reservation for Person with Disabilities.
17.	Candidates applying against OBC reserved post must submit Non Creamy Layer Certificate.
18.	The University reserves the right to increase/ decrease the number of posts.
19.	The Selection Committee may decide its own method of evaluating the performance of the Candidates.
20.	The rules of UGC/Govt. of India in regard to Pay and Allowances, Leave, Pension & Provident Fund shall be followed subject to amendments if any, from time to time. New entrants shall be covered by the New Pension Scheme.
21.	Applications received late or without necessary supporting documents, Degree/ Certificate/ Mark sheets and experience certificate, not self attested or not accompanied by the prescribed counter foil of the prescribed fee shall be rejected summarily.
22.	The selected candidates for appointment shall have to enter an agreement with the University to serve at least for a minimum period of 5 (five) years from the date of joining.
23.	Wherever the grading system is followed, equivalent percentage must be indicated in the relevant column of his/her application.
24.	University will not be responsible for late/non receipt of call letters for test/interview due to postal delay.
25.	Any corrigendum/change/update related to the recruitment process shall be placed only on the official website of Nagaland University. www.nagalanduniversity.ac.in .
26.	No age limit for internal (working in Nagaland University) candidates.
27.	Application along with the relevant enclosures may be sent in the prescribed proforma to the "Recruitment Cell (Establishment Section), Nagaland University, Headquarters: Lumami, P.O: Lumami, Pin-798627 District: Zunheboto, Nagaland" SUPERSCRIBING "Application for the post of"


 Registrar 27-09-22