

## GENERAL INSTRUCTIONS & CONDITIONS

- 1 The prescribed qualifications and experience are minimum and the mere fact that a candidate possesses the same will not entitle his/her for being called for interview.
- 2 The University reserves the right to restrict the candidates to be called for interview to a reasonable number on the basis of qualifications and experience higher than the minimum prescribed, or by any other condition that may deem fit.
- 3 The panel of selected waitlisted candidates will be valid for one year from the date of approval of competent authority and University shall make appointments on consequential/ new vacancies.
- 4 Canvassing in any form on behalf of any candidate will disqualify such candidate.
- 5 **Candidates have to fill relevant score card and mention respective page number in given space for the post applying for; otherwise application shall be treated as incomplete and rejected. Selection will be made on the basis of candidates' previous record (as per relevant score card) and their performance in the interview.**
- 6 The in-service candidates should apply through proper channel, failing which the application is liable to be rejected.
- 7 **For appointment on the posts of teachers in Veterinary the candidates must possess the BVSc. & A.H. degree.**
- 8 At the time of recruitment in University and its Colleges, service agreement should be signed between University / College and the teachers which should be lodged with the Registrar / Dean with a copy to concerned teacher. Self-appraisal of performance should be a part of the service agreement.
- 9 Advance copy of application form may be considered subject to produce NoC from Employer at the time of interview.
- 10 Experience and qualifications will be reckoned as on the last date of receipt of applications.
- 11 Applications incomplete in any respect will not be considered.
- 12 Every page of the application form and enclosures must be signed by the candidate at the bottom of the page in the space provided.
- 13 Every page of the application form including enclosures must be numbered and total number of pages must be mentioned in given space.
- 14 All the enclosures must be self-attested by the candidate with date. Originals must not be enclosed with the application form. The candidate will have to produce the original copies of all the certificates and documents attached at the time of interview for verification.
- 15 No interim queries regarding test/interview/selection will be entertained
- 16 University reserves the right not to fill up the post advertised, if the circumstances so warranted.
- 17 New pension scheme will be applicable with subsequent amendments to fresh regular recruited person.
- 18 In case of any disputes/suites or legal proceedings against the University, the Jurisdiction shall be restricted to the Courts in Patna, which is the Head quarter of the University.
- 19 The University will have the right to relax any of the qualifications, experience, age, etc., in exceptionally deserving cases of all posts on the recommendations of the screening and selection committee. The statutory provision for relaxing of age in case of the candidates belonging all reserved categories of state of Bihar will be made applicable as per GAD, Bihar norms in force at time of interview. SC/ST candidates shall have to produce caste certificate whereas EBC/BC candidates shall have to produce non creamy layer certificates issued by C.O. in favour of their claim of reservation. EWS candidates have to produce desirable certificates (Candidates are advised to check GAD, Bihar website for update information). Submission of residential certificate for the applicants of reservation categories is mandatory.
- 20
  - a) **Applicants having essential and desirable qualifications, who have retired as professor at the age of 65 will be considered for appointment on Contract basis. Salary and terms of appointment will be made as per provisions N.No. 3/M-63/2013 Gen. Admn. Deptt. 10000/ Patna dated 10.07.2015 issued by Bihar Government.**
  - b) **Appointment may be made tenure basis for a period of 5 Yrs. or till attaining the age of 65 Yrs. whichever is earlier.**
  - c) **Professors retired from other Universities will be treated as re-employed after retirement and salary will be fixed on the basis of Last Salary drawn minus pension.**

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- 21 Errors and omissions are subject to corrections.
- 22 Applications received after the last date and without complete information or without requisite fee will be summarily rejected. The University will not be responsible for any postal delay.
- 23 The University shall verify the antecedents or documents submitted by a candidate at any time of selection procedure, at the time appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has a clandestine antecedents/background and has suppressed the said information, then his services shall be terminated.
- 24 Whole text of publication need not be enclosed. Attach only first page/ pages showing the necessary details of publication like- title, Author (s), date/year of publication and name of journal / publication
- 25 In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after the issue of appointment letter, the University reserves the right to modify/withdraw/cancel any communication made to the candidates.
- 26 In-Service Applicants may be given the advantage of their basic pay protection in the mentioned Level / Pay Band and Grade Pay of the post.
- 27 Persons appointed may be transferred to any equivalent post within the jurisdiction of the University.
- 28 The Chairman of Selection Committee shall have the power to lay-down the procedure in respect of any matter not mentioned above
- 29 The persons serving in Central/State Govt. /Universities or Research Stations may be taken on deputation for 01 to 03 years or up to the age of superannuation.
- 30 Fees to be paid by the applicants as Demand Draft from any Nationalized Bank in favour of “**FINANCE COMPTROLLER, BIHAR ANIMAL SCIENCES UNIVERSITY, PATNA**” Payable at Patna:
- 31 Application fee for UR / EBC/ BC Candidates: - Rs.1000/- and for SC / ST Candidates: Rs. 250/-
- 32 Application fee once paid shall not be refunded under any circumstances.
- 33 **Reservation shall only be applicable to the original resident of Bihar State SC, SC(F), ST, ST (F),EBC, EBC (F), BC, BC (F), EWS, EWS (F) and WBC. Horizontal Reservations to Divyang / Grandchild of freedom fighter, shall be applicable as per Guidelines Govt. of Bihar.**
- 34 **As per Circular No. 11 /आ०नी०-1-11 /2015 सा०प्रा० 2342 dated 15.02.2016 in case of unavailability of female candidate (UR3-F, SC-F, EBC-F,BC-F, EWS-F) post may be filled with male candidate of same category in the same transaction.**
- 35 **As per (Bihar Extra ordinary Gazette, Bihar Act-2,2019 ) The Bihar Reservation in vacancies in posts and in Services and in Admission in the Educational Institutes (For Economically Weaker Sections) Act,2019 Clause-11, if candidate from EWS are not available to the extent of reservation percentage prescribed under Act the vacancies of this category shall be filled up by the candidates of Open Merit Category in the same transaction.**
- 36 Duly filled application form, along with original Demand Draft and self-attested copies of testimonials/certificates within the envelope superscripted “Application for the post of.....” addressed to **The Registrar, Bihar Animal Sciences University, PO: Bihar Veterinary College, Patna – 800014 should reach to the Office of Registrar. Last date for receipt of applications is ...../..... /2019 till 3.30 PM.**
- 37 Candidates called for interview shall do so at their own expenses. No TA/DA shall be paid.
- 38 Candidate should give a power- point presentation at the time of interview.
- 39 Candidates are requested to pencil mark the page number of relevant document’s page numbers on Score Card.
- 40 Check list of Educational and experience detail should be filled in 10 Copies and may be attached separately.

Place: Patna

Date: ...../...../2019

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Registrar,  
BASU, Patna