

GENERAL INSTRUCTIONS & CONDITIONS

1. Before filling-up the Application Form, the candidates are advised to read General Instructions, Essential Qualification and other important conditions carefully.
2. The University reserves the right to:
 - a. Withdraw the advertisement partly or wholly at any time without assigning reason to this effect.
 - b. Fill or not to fill-up some or all the posts advertised for any reason whatsoever
 - c. Increase / decrease the number of posts at the time of selection and make appointments accordingly.
 - d. Alter / insert any corrections / additions in the advertisement / website in the event of any error / or otherwise before the last date prescribed for the submission of applications.
3. Candidates are advised to check / visit website of the University regularly for updates of the recruitment process.
4. If there is any corrigendum / addendum, it shall be published only on the website of the University.
5. The prescribed qualifications and experience are minimum and mere fact that a candidate possesses the same will not entitle him / her for being called for interview.
6. The University reserves the right to restrict the candidates to be called for interview on the basis of qualifications and experience or any other conditions as may be deemed fit.
7. Canvassing in any form on the part of the candidate shall lead to his / her disqualification.
8. No interim queries regarding test/interview/selection will be entertained.
9. New pension scheme will be applicable with subsequent amendments to fresh regular recruited person.
10. In case of any disputes/suites or legal proceedings against the University, the Jurisdiction shall be restricted to the Courts in Patna
11. 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.
12. 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 liable to be terminated forthwith and other legal action will be taken.
13. The service conditions including the pay and age of superannuation shall be as per University rules.
14. The person appointed shall be governed by the Act, Statutes, Rules and Regulations of the University as framed and amended from time to time.
15. Persons appointed may be transferred to any equivalent post within the jurisdiction of the University.
16. The Chairman of Selection Committee shall have the power to lay-down the procedure in respect of any matter not mentioned above. The Selection Committee may decide its own method of evaluating the performance of the candidates in interview.
17. Experience and qualifications will be reckoned as on the last date for submission of applications.
18. Applications incomplete in any respect will not be considered.
19. Every page of the application form and enclosures must be signed by the candidate at the bottom of the page.
20. Selection will be made on the basis of candidates' previous record (as per relevant score card) and their performance in the interview.
21. The candidates will have to produce all the original certificates and documents at the time of interview for verification, failing which their candidature shall be liable to be rejected.
22. **Service Bond:-** Selected candidates will have to submit a bond on non-judicial stamp paper at the time of joining the service to serve the University for at least three years. No application for outside employment shall be forwarded during the bond period of three years.


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Maximum Age Limit:-


- a. Maximum age as per Resolution No. 294 dated 07.01.2016 issued by General Administration Department, Gov. of Bihar, Patna is as follows
 - i. Unreserved Category (Male)- 37 Yrs.
 - ii. Backward Class and Extremely Backward Class (Male & Female)- 40 Ys.
 - iii. Unreserved Category (Female)- 40 Yrs.
 - iv. Scheduled Castes and Scheduled Tribes (Male & Female)- 42 Yrs.
- b. As per Resolution No. 3 /M-63/2005-2374 dated 16-07-2007 issued by the then personnel & Administrative reforms Department (at present GAD), Govt. of Bihar, Patna, five years extra age relaxation shall be admissible to the employees of Govt. of Bihar applying for Higher Pay Scale (i.e. Grade Pay , Level etc) in services / cadres.
- c. There will be no age restriction for employees of the Bihar Animal Sciences University seeking higher posts under direct recruitment procedures.
- d. As per resolution no. 13062 dated 12.10.2017 issued by General Administration Department, Govt. of Bihar, Patna, the Divyang candidates of all categories will avail additional 10 Yrs. relaxation in maximum age.

Reservation

- i. 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 of Govt. of Bihar.
- ii. SC/ST candidates shall have to produce caste certificate, whereas EBC/BC candidates shall have to produce non creamy layer certificates issued by Competent Authority as per rule in favour of their claim of reservation. EWS candidates have to produce requisite certificate in prescribed Performa issued by Competent Authority as per rule in favour of their claim of reservation. The EWS Certificate should not be older than 1 Year from the date of its issue as on closing date of submission of application. Candidates are advised to check website of General Administration Department, Gov. of Bihar for relevant information in this regard.
- iii. Submission of domicile certificate of Bihar for the applicants of reserved categories is mandatory for their claim of reservation.
- iv. Caste / category/ residential certificate in case of female candidates of SC / ST/BC/EBC categories should be issued with the name of their father and address.
- v. As per Circular No. 11/आ०नी०-I-11/2015 सा०प्रा० 2342 dated 15.02.2016, in case of unavailability of female candidate (UR-F, SC-F, EBC-F, BC-F, EWS-F), the post may be filled with male candidate of same category in the same transaction.
- vi. As per Notification No. 11/आ०नी०-03/2019 सा०प्रा० 2622 dated 26.02.2019 of General Administration Department, Govt. of Bihar [The Bihar Reservation in vacancies in posts and in Services and in Admission in the Educational Institutes (For Economically Weaker Sections) Act, 2019 Clause-7], if candidates from EWS are not available to the extent of reservation percentage prescribed under the Act, the vacancies of this category shall be filled up by the candidates of Open Merit Category in the same transaction.

Submission of Application

- a) Application along with self-attested relevant / desired documents and fees should reach "**The Registrar, Bihar Animal Sciences University, PO: Bihar Veterinary College, Patna – 800014**" by registered / speed post. The envelope should be superscripted "Application for the post of....."
- b) The in-service candidates should apply through proper channel. Advance copy of application form may be considered subject to production of NOC and Vigilance Clearance Certificate from Employer at the time of interview, failing which their candidature is liable to be rejected.
- c) Full text of research papers / publications need not be attached with application, only first page/ pages showing the necessary details of publication like- title, Author (s), date/year of publication and name of journal / publication.
- d) Candidates have to fill score card in prescribed performa and mention respective page number of relevant document; otherwise application shall be treated as incomplete and liable to be rejected.
- e) Applications received after the last date and without complete information or without requisite fees will be summarily rejected. The University will not be responsible for any postal delay.
- f) **The last date for submission of application along with self-attested certificates, documents and application fees by registered / speed post is 12/11/2021 by 04:00 PM.**


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