



बिहार पशु विज्ञान विश्वविद्यालय

बिहार पशु चिकित्सा महाविद्यालय प्रांगण, पटना - 800014

BIHAR ANIMAL SCIENCES UNIVERSITY

BIHAR VETERINARY COLLEGE CAMPUS, PATNA - 800014

सू.सं.: 21 प्रशा./कु.स./बि.प.वि.वि., पटना

दिनांक 14/04/2023

सूचना

बिहार पशु विज्ञान विश्वविद्यालय, पटना के गैर-शैक्षणिक पदों के लिये नियुक्ति एवं प्रोन्नति से संबंधित नियमावली गठित समिति द्वारा तैयार किया गया है।

सर्व साधारण को सूचित किया जाता है कि नियुक्ति एवं प्रोन्नति से संबंधित तैयार की गई नियमावली के क्रम में अपना सुझाव/मंतव्य सूचना प्रकाशित होने की तिथि से 15 (पन्द्रह) दिनों के अन्दर कुलसचिव, बिहार पशु विज्ञान विश्वविद्यालय, पटना के कार्यालय में दर्ज कर सकते हैं।

ह०/-

कुलसचिव,

बिहार पशु विज्ञान विश्वविद्यालय,
पटना-14

ज्ञापांक: 111 प्रशा./कु.स./बि.प.वि.वि., पटना

दिनांक 14/04/2023

प्रतिलिपि:—सर्व नियंत्री पदाधिकारी, आई०सी०टी०, बि.प.वि.वि., पटना को विश्वविद्यालय के वेबसाईट पर अपलोड करने हेतु नियुक्ति एवं प्रोन्नति नियमावली प्रारूप की छायाप्रति के साथ प्रेषित।

कुलसचिव,

बिहार पशु विज्ञान विश्वविद्यालय,
पटना-14

प्रतिलिपि:—कुलपति के सचिव को माननीय कुलपति महोदय, बिहार पशु विज्ञान विश्वविद्यालय, पटना को सूचनार्थ प्रेषित।

(343)

**Draft Recruitment & Promotion Rule framed by the Committee constituted to
review Recruitment & Promotion Rule, Bihar Animal Sciences University,
Patna.**

Preface

Background:

The Bihar Animal Sciences University, Patna vide Office Order No. 191/Reg.(Rectt.)/BASU, Patna dated:- 18.08.2022 had constituted a Committee to review the Cadre Recruitment & Promotion Rules with respect to appointment and promotion for various non-teaching positions sanctioned to the university from time to time. Subsequently, the committee was reconstituted vide Officer Order No. 418/Reg.(Rectt.)/BASU, Patna dated:- 14.02.2023.

Term of Reference of the Committee:

1. To comprehensively review the existing Recruitment & Promotion Rule for non-teaching posts of Bihar Animal Sciences University, Patna, keeping in view of different nature of sanctioned posts vis-à-vis functional requirements of existing degree programmes offered by the university.
2. Restructuring the cadres, classification of service and rationalization of the sanctioned non-teaching posts of the university in the light of existing Bihar Animal Sciences University Act, 2016", Bihar Animal Sciences University, Statutes, 2020, Govt. of Bihar General Administration Department Gazette Notification regarding time bound promotion, Bihar State Universities Statute and UGC Model cadre recruitment rules for Non-Teaching Posts.

Executive Summary

1. Altogether, Bihar Animal Sciences University has 819 non-teaching posts which were sanctioned from time to time for different unit/colleges and university head quarter.
2. The earlier recruitment and promotion rule of the University was deficient in cadre structure and did not have functional clarity. The University was compelled to resort to ad-hoc measures while conducting recruitment drives due to these deficiencies in the rules.
3. Many positions were sanctioned long ago even before establishment of the university which are not relevant for the contemporary degree programme offered by the

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university. It was required to rationalize these positions especially technical posts in view of the emerging knowledge in the field of veterinary, fisheries and dairy. 342

4. Furthermore, these posts were not categorized/classified in the cadres/ services and there were no promotional avenues for posts. It need not be emphasised that a satisfied workforce leads to its enhanced efficiency and sense of belongingness and thereby benefits the organization immensely.
5. The purpose of this cadre review to restructure a cadre in such a manner as to remove the deficiencies, which might have been missed at the time of the constitution of a service, and ensure that the cadre structure satisfies the functional, structural and personnel consideration.
6. This review has taken care of functional requirements as well as carrier progression in such a manner that every member of service except few isolated posts would climb up the ladder in a pyramidal structure of cadre. Nonetheless, the improvement of promotional avenues is not the sole objective of the cadre management done in this recruitment and promotion rule. The changes made in the respective strength of different grades of a cadre are backed / supported by adequate functional justification.
7. It has also been taken care of that along with financial up gradation, the higher duties and responsibilities attached to a post are aligned.
8. In this Recruitment & Promotion Rule, all the sanctioned positions were reviewed and wherever required certain posts have been rationalized/ renamed keeping in view of functional requirement of the research domain and degree programme offered by the university. Further, the posts have been classified in groups as per the Govt. of Bihar Rules as well as categorized in cadres with creation of feeder cadres and promotional avenues.
9. While rationalizing/renaming of posts, it has been ascertained that there shall be no additional financial implication/additional expenditure on account of pay level/salary on the part of Govt. of Bihar. Wherever the pay level of a particular post was inconsistent with the pay level defined in UGC/ICAR/Govt. of Bihar rules, the same has been reduced/ rationalized to a lower level.
10. The cadres declared as dyeing cadre have not been continued and in place of such cadre new cadres have been introduced, keeping in the view of present functional requirements of college/units.
11. The cadres with small cadre strength especially comprising technical posts at feeder level have been clustered into one cadre keeping in view of nature of duties.


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12. Now, in this Recruitment & Promotional Rule, altogether 819 non-teaching positions under sixty four (64) cadres (with promotional ladders) have been classified in fourteen (14) services along with the prescribed pay levels.

13. The eligibility criteria, educational qualification, experience of all the posts stipulated in this recruitment & promotional rules for direct recruitment/promotion/deputation are strictly based on the following documents:


- I. Bihar Animal Sciences University Act, 2016",
- II. Bihar Animal Sciences University, Statutes, 2020.
- III. UGC, Model cadre recruitment rules for Non-Teaching Posts.
- IV. Gazette Notification no. vide Memo No. 11/V.4-Kala.Ni./Chu-03/2001-1800-sa.pra. 7433, Patna-15 dated:05.06.2018 issued by Govt. of Bihar.
- V. Bihar State Universities Statute, appointment/promotion model resolution Memo No. BSU-41/2013-429/R.S(I), dated 04.03.2014.


14. The submitted "**Draft Recruitment & Promotion Rules(Non-Teaching Employees)**" Bihar Animal Sciences University, Patna contains Summary of Posts, General Rules, Cadre wise Recruitment & Promotion Rules at Annexure '1' and the details of proposed changes/ rationalization of posts/grade.


(Dheerendra Singh)
Member Secretary


(Anjay)
Member


(Kumar Kaushal)
Member


(Mahesh Hooda)
Member


(J.K. Prasad)
Chairman

BIHAR ANIMAL SCIENCES UNIVERSITY

RECRUITMENT & PROMOTION RULES

(NON-TEACHING EMPLOYEES)



BIHAR ANIMAL SCIENCES
UNIVERSITY
PATNA

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Recruitment and Promotion Rules for Non-Teaching Posts of Bihar Animal Sciences Universities

Sr. No.	Particulars	Page Nos.
1	General rules	1-15


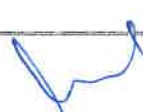



SUMMARY OF POSTS

Name of Post		No. of posts	Core pay Scale as per 6 th CPC		7 th CPC pay matrix	Classification	Page Nos.
			Pay Band (Rs.)	Grade Pay (Rs.)			
ADMINISTRATIVE/MINISTERIAL SERVICES							
1.	Controller of Examinations	01	37400-67000	8700	Level 13	Group 'A'	16
2.	Deputy Registrar (Acad./ Exam)	01	15600-39100	7600	Level 12	Group 'A'	17
3.	Deputy Registrar(Adm)	01	15600-39100	7600	Level 12	Group 'A'	17
4.	Deputy Registrar (Recruitment)	01	15600-39100	7600	Level 12	Group 'A'	17
5.	Assistant Registrar	09	15600-39100	5400	Level 10	Group 'A'	18
6.	Section Officer	44*	9300-34800	4600	Level 7	Group 'B'	19
7.	Assistant	85*	9300-34800	4200	Level 6	Group 'B'	20
8.	Upper division clerk	25*	5200-20200	2400	Level 4	Group 'C'	21
9.	Lower Division Clerk	33*	5200-20200	1900	Level 2	Group 'C'	22
10.	Multi-Tasking Staff (MTS)	180#	5200-20200	1800	Level 1	Group 'C'	23
ISOLATED ADMINISTRATIVE SERVICES							
1.	Internal Audit Officer	01	37400-67000	8700	Level 13	Group 'A'	24
2.	Law Officer	01	15600-39100	5400	Level 10	Group 'A'	25
3.	Public Relation Officer	01	15600-39100	5400	Level 10	Group 'A'	26
4.	Physical Training Instructor (PTI)	05	5200-20200	2400	Level 4	Group 'C'	27
INFORMATION AND COMMUNICATION TECHNICAL SERVICES							
1.	System Analyst	01	15600-39100	5400	Level 10	Group 'A'	28
2.	Senior Technical Assistant (Computer)	04	9300-34800	4200	Level 6	Group 'B'	29
3.	Technical Assistant (Computer)	03	5200-20200	2800	Level 5	Group 'C'	30

4.	Lab Assistant (Computer)	02	5200-20200	2400	Level 4	Group 'C'	31
5.	Lab Attendant (Computer)	12	5200-20200	1800	Level 1	Group 'C'	32
FINANCE /ACCOUNT SERVICES							
1.	Comptroller	01	37400-67000	10000	Level 14	Group 'A'	33-34
2.	Deputy Comptroller	02	15600-39100	7600	Level 12	Group 'A'	35
3.	Assistant Comptroller	07	15600-39100	5400	Level 10	Group 'A'	36
4.	Section Officer Accounts	05	9300-34800	4600	Level 7	Group 'B'	37
5.	Accountant	08	9300-34800	4200	Level 6	Group 'B'	38
SECRETARIAL SERVICES							
1.	Secretary to Vice-Chancellor	01	15600-39100	6600	Level 11	Group 'A'	39
2.	Private Secretary	05	9300-34800	4600	Level 7	Group 'B'	40-41
3.	Personal Assistant	10	9300-34800	4200	Level 6	Group 'B'	42-43
4.	Stenographer	09	5200-20200	2400	Level 4	Group 'C'	44
SECURITY SERVICES							
1.	Chief Security Officer	01	15600-39100	5400	Level 10	Group 'A'	45
2.	Security Officer	01	9300-34800	4600	Level 7	Group 'B'	46
3.	Assistant Security Officer	04	9300-34800	4200	Level 6	Group 'B'	47
ENGINEERING & ESTATE SERVICES							
1.	Director Works & Plant-cum-Estate Officer	01	37400-67000	8700	Level 13	Group 'A'	48
2.	Dy. Estate Officer (Mechanical)	01	15600-39100	7600	Level 12	Group 'A'	49
3.	Dy. Estate Officer (Civil)	01	15600-39100	7600	Level 12	Group 'A'	49
4.	Dy. Estate Officer (Electrical)	01	15600-39100	7600	Level 12	Group 'A'	49
5.	Assistant Estate Officer / Assistant Engineer (Civil)	02	15600-39100	5400	Level 10	Group 'A'	50
6.	Assistant Estate Officer / Assistant Engineer (Electrical)	01	15600-39100	5400	Level 10	Group 'A'	50
7.	Assistant Estate Officer / Assistant Engineer (Mechanical)	01	15600-39100	5400	Level 10	Group 'A'	50
8.	Jr. Engineer (Civil)	08	9300-34800	4200	Level 6	Group 'B'	51
9.	Jr. Engineer (Electrical)	04	9300-34800	4200	Level 6	Group 'B'	51

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10.	Junior Engineer (Mechanical)	02	9300-34800	4200	Level 6	Group 'B'	51
ANIMAL/FIELD/FARM/FISH FARM OPERATIONS							
1.	Chief Animal/Field/Farm/ Fish Farm Manager	01	15600-39100	6600	Level 11	Group 'A'	52
2.	Senior Animal/Field/Farm/ Fish Farm Manager	05	9300-34800	5400	Level 9	Group 'B'	53
3.	Animal/Field/Farm/ Fish Farm Manager	07	9300-34800	4200	Level 6	Group 'B'	54
4.	Animal/Field/Farm/ Fish Farm Attendant	124#	5200-20200	1800	Level 1	Group 'C'	55
TECHNICAL/LABORATORY SERVICES							
1.	Senior Technical Assistant	30	9300-34800	4200	Level 6	Group 'B'	56
2.	Technical Assistant	31	5200-20200	2800	Level 5	Group 'C'	57
3.	Lab Attendant	76*	5200-20200	1800	Level 1	Group 'C'	58
TRANSPORT SERVICES							
1.	Driver	17*	5200-20200	1900	Level 2	Group 'C'	59
ARTIST CUM PHOTOGRAPHER/ AUDIO VISUAL TECHNICIAN							
1.	Audio Visual Technician-cum- Photographer	02	5200-20200	2400	Level 4	Group 'C'	60
2.	Photographer	02	5200-20200	2000	Level 3	Group 'C'	61
ANIMAL /VETERINARY CLINICAL SERVICES							
1.	O.T. Technician	01	9300-34800	5400	Level 9	Group 'B'	62
2.	Imaging Technician	01	5200-20200	2800	Level 5	Group 'C'	63
3.	Postmortem Technician	01	5200-20200	2000	Level 3	Group 'C'	64
4.	Animal/Veterinary Compounder	09	5200-20200	1900	Level 2	Group 'C'	65
5.	O.T. Assistant	03	5200-20200	1900	Level 2	Group 'C'	66
6.	X-Ray technician	02	5200-20200	1900	Level 2	Group 'C'	67
HUMAN HEALTH SERVICES							
1.	Medical Officer	01	15600-39100	5400	Level 10	Group 'A'	68
2.	Nurse	01	9300-34800	4200	Level 6	Group 'B'	69
3.	Pharmacist	01	5200-20200	2800	Level 5	Group 'C'	70
4.	Medical Attendant cum dresser	01	5200-20200	1900	Level 2	Group 'C'	71
LIBRARY SERVICES							

1.	Professional Assistant	04	9300-34800	4200	Level 6	Group 'B'	72-73
2.	Semi Professional Assistant	04	5200-20200	2800	Level 5	Group 'C'	74
3.	Library Assistant	06	5200-20200	2000	Level 3	Group 'C'	75
4.	Library Attendant	03	5200-20200	1800	Level 1	Group 'C'	76

*Note: Among these posts *(01 post each) and # (02 posts each) have been identified for R&V SQN unit at BASU, Patna to fulfil the requirement of civil manpower as Head Clerk, UDC (Accounts), UDC, LDC, Peon, Driver MT, Sweeper, Farrier, Saddler and Chowkidar.*

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General Rules

“BIHAR ANIMAL SCIENCES UNIVERSITY” RECRUITMENT & PROMOTION RULES NON-TEACHING POSTS 2023

The Board of Management of the “Bihar Animal Sciences University, Patna” in exercise of the powers conferred under Section 41 of “Bihar Animal Sciences University Act, 2016”, in supersession of all existing recruitment rules and regulations of the University, hereby frames the following rules for regulating the recruitment to the Non-Teaching and other academic Posts in the University under Chapter VII of the Statute.

1. SHORT TITLE AND COMMENCEMENT

- 1.1 These rules shall be called “Bihar Animal Sciences University, Patna Recruitment and Promotion Rules 2023 for Non-Teaching Employees”.
- 1.2 These Rules shall come into force with effect from the date of issue of notification by the University.

2. DEFINITIONS

- 2.1 ‘Act’ means the Bihar Animal Sciences University Act, 2016 as amended from time to time.
- 2.2 ‘BOM’ means the Board of Management of the Bihar Animal Sciences University, Patna.
- 2.3 ‘Departmental Candidate’ means those employees working on regular basis in the University but does not include employees working on ad-hoc, daily wages or on contract basis.
- 2.4 ‘Government’ means the State Government of Bihar.
- 2.5 ‘Limited Departmental Examination’ or ‘Test’ means a competitive test limited to certain category or categories of holders of posts conducted by the University for Promotion to a higher post specified in these Rules.
- 2.6 ‘Non-Teaching Employees’ means employees of the University other than teachers of the University.
- 2.7 ‘On Probation’ with relation to a person, means a person appointed to any post on probation as specified in these Rules.
- 2.8 ‘Regular Service’ means service rendered by an employee in the Cadre on regular basis other than the service on contract/ daily wages/ temporary/ ad-hoc promotion.
- 2.9 ‘Statutes’ and ‘Regulation’ means, respectively, the Statutes and Regulations of the University made under the Bihar Animal Sciences University Act, 2016.
- 2.10 ‘Selection Committee’ means a composition of members of Selection Committee as specified in the Statutes, where not specified, as per these Recruitment Rules.
- 2.11 ‘Departmental Promotion Committee’ means a composition of members of promotion committee as specified in the Statutes, where not specified, as per these Recruitment Rules.
- 2.12 ‘Substantive appointment’ shall mean appointment on a substantive post on regular basis including on probation followed by confirmation.

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- 2.13 'University' means the Bihar Animal Sciences University established under the Bihar Animal Sciences University Act, 2016.
- 2.14 'Competent Authority' shall mean the authority competent to exercise different powers and functions under these Rules.
- 2.15 All other words and expressions, used herein, but not defined in these Rules, unless the context otherwise requires, shall have the same meaning as they have been assigned in the "Bihar Animal Sciences University Act, 2016", Statutes, Ordinances and Regulations made there under or in the relevant rules framed by the Government of Bihar as amended from time to time.

3. EXTENT OF APPLICATION

- 3.1 These Rules shall apply to all appointments of non-teaching posts including Other Academic Staff on regular/tenure/deputation/promotion basis by the University as the case may be.
- 3.2 Instructions issued by the Govt. of Bihar regarding appointment, conditions of service and admissible emoluments etc. of the non-teaching employees and other academic staff from time to time shall apply mutatis mutandis with due approval of the Board of Management.

4. THE STAFF OF THE BIHAR ANIMAL SCIENCES UNIVERSITY SHALL BE CLASSIFIED AS PER BIHAR GOVT. MEMO NO. 3/M1-1099/90/SA. 721 DATED 01.06.2018 INTO FOLLOWING GROUPS

- 4.1 Group "A"(Pay Level 10 and above)
- 4.2 Group "B" (Pay Level 6 to 9)
- 4.3 Group "C" including Multi-Tasking Staff (MTS) (Pay Level 1 to 5)

5. APPOINTING AUTHORITY

The Appointing Authority for the posts in Group 'A' shall be the Board of Management and for Group 'B' and Group 'C' shall be the Vice-Chancellor.

6. SCHEDULE

The details of qualifications, experience etc. for various posts and any other information relevant to the post are specified in the Annexure -1.

7. METHOD OF RECRUITMENT

The following shall be the mode of recruitment for various posts existing in university:

- 7.1 Direct Recruitment
- 7.2 Promotion
- 7.3 Deputation /Absorption
- 7.4 Tenure Appointment

8. AUTHORISED SANCTIONED STRENGTH OF POSTS UNDER VARIOUS CADRES

- 8.1 The authorized sanctioned strength of the posts under each of the cadres as on the date of notification shall be as specified in Annexure 1 under these rules.
- 8.2 After notification of these rules, any new post sanctioned by the Govt. of Bihar from time to time shall be added to the authorized sanctioned strength of posts under respective cadres with due approval of the Board of Management of the University.

9. FUTURE MAINTENANCE OF THE CADRE/POSTS

- 9.1 All the appointments made through the method of recruitment, mentioned under Rule-7 above, in the University after notification of these rules, shall be made only in

accordance with the provision of these rules. The Board of Management of the University may add any other posts and/or Cadre as and when any new post/cadre is sanctioned by Govt. of Bihar. In case of sanction of new post(s) by Govt. of Bihar, necessary procedural formalities such as framing of recruitment rules of such posts (wherever necessary) have to be made following the due process.

- 9.2 The seniority of the employees borne in each cadre/post specified in these rules shall be maintained by the Registrar of the University and/or other officer authorized for the purpose by the Competent Authority. Notwithstanding anything contained herein, any class or category of posts and incumbents thereof may be placed in any of the offices or establishments, as the case may be, by general or specific order(s) of the Vice-Chancellor or the Registrar.

10. INITIAL CONSTITUTION

- 10.1 The employees holding the posts on regular basis in accordance with the prevailing rules i.e., prior to the commencement of these rules shall be deemed to have been appointed in accordance with the provisions of these rules.
- 10.2 The regular continuous service of the personnel mentioned under sub-rule (1) prior to the initial constitution shall count for the purpose of probation period, qualifying service for promotion, confirmation, and pension scheme as applicable in the service.
- 10.3 Any incumbent who is holding the position as per the terms and conditions of the original sanctioned post and drawing pay in the higher pay level than the pay as prescribed in these rules, he/she will continue to hold and draw the pay as such and will get promotion according to the promotional avenues defined for that cadre in these rules. However, once the post gets vacated due to superannuation, resignation or death etc. the resultant vacancy will be filled only as per these rules.

11. PROCEDURES FOR ISSUE OF ADVERTISEMENT AND INVITING APPLICATIONS FOR ALL CATEGORIES OF NONTEACHING POSTS

11.1 Issue of Advertisement

The vacant non-teaching posts of permanent nature, the posts of temporary nature likely to continue, tenure/deputation posts etc. shall be advertised in appropriate time, giving at least two insertions in any or the popular National Dailies, and websites of Bihar Animal Sciences University, Patna (basu.org.in). Individuals desirous of offering their candidature for a given post may submit their applications (as prescribed in the advertisement) with all the necessary enclosures and prescribed application fee, if any, within the prescribed closing date.

Note: Notwithstanding the provisions mentioned in these rules for each post, the University may at its discretion decide to fill-up any vacancy on deputation or any other mode in the interest of the University with proper Justifications.

11.2 Date of issue of Advertisement

In order to reduce the cost of advertisement, only essential details of the recruitment including the closing date of the application shall be indicated in the advertisement. The closing date may be extended at the discretion of the Vice-Chancellor depending on the exigency of the situation, by notifying on the website only, for which the interested candidates have to be in constant touch with the website of the university.

11.3 Time limit for recruitment process

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The university may ensure that the entire recruitment process including and starting from advertisement, conducting written examination, or holding the interview may be completed within twelve months. Where the Selection Committee has not met even after a lapse of 12 months w.e.f. the closing date of application for any post, the post shall ordinarily be re-advertised. Provided that if in the opinion of the Vice-Chancellor the circumstances so necessitate, it may extend the validity of the advertisement for another six months. However, in any case, the validity of an advertisement shall not be extended beyond 18 months w.e.f. the closing date of the receipt of applications.

11.4 Application form

Applications for all the posts shall be entertained only on the prescribed application forms, accompanied by a proof of payment of prescribed fees only for the amount as fixed from time to time by the University. The University may invite applications online or as hard copy or both to be specified in the advertisement. The schedule of charges for the application forms and prescribed fees shall be as determined by the University from time to time. The relaxation in application fee shall be as per Government of Bihar rules.

11.5 Receipt of applications

The closing date for application forms shall be four weeks or as specified in the advertisement from the date of release of vacancies to the press by the University. However, the University may decide the closing date for receipt of application keeping in view the exigencies of the situation. In case the closing date is a holiday, the next working day shall be treated as closing/ last date. Applications should be addressed as prescribed in the advertisement.

12. HOLDING OF WRITTEN TESTS

- 12.1 While filling up the posts under direct recruitment, the University shall hold the written and/or Skill tests for all Group "B" and "C" Non-Teaching posts. There shall be no interview for group B and C category posts as per Govt. of Bihar rules.
- 12.2 The written test may comprise Reasoning Ability, Simple Arithmetic, General Knowledge, Domain Knowledge of the Establishment, Accounts, Examinations, Language proficiency in English and Hindi, etc. wherever applicable, noting and drafting etc. and/or skill tests, or any other type of test depending upon the job requirements (such as posts under Technical/Laboratory services, Engineering, Information and Communication Technology, Library services etc.) to be decided by the University.
- 12.3 The University may conduct written tests in two stages (i) an objective type test (Paper I) carrying 100 marks, and (ii) a descriptive-type test (Paper II) carrying 100 marks.
- 12.4 The minimum qualifying marks to be secured in Paper I shall be 40%. The answer scripts of the candidates for the descriptive test shall be evaluated only in respect of those candidates who secure the minimum qualifying marks in Paper I. The candidates who secure 50% marks in Paper II shall be called for the skill test/interview, wherever applicable.
- 12.5 The marks allocated for the skill test, wherever applicable, shall be 50 and the minimum qualifying marks in the skill test shall be 25. The merit list of the candidates shall be drawn based on the performance in Paper I (Objective Type Test) and Paper II (Descriptive test) and Interview (wherever applicable) subject to qualifying the skill test, wherever applicable.

Notwithstanding the above, the University at its discretion may hold single written test (Descriptive Test) and skill test, wherever applicable, depending upon the number of candidates, job requirements (such as posts under Technical/Laboratory services, Engineering, Information and Communication Technology, Library services etc.)

- 12.6 The competent authority to frame the syllabi for the tests, skill tests, modalities for carrying out the tests, evaluation, etc., shall be the Vice-Chancellor.
- 12.7 Relaxation in qualifying marks or any other relaxation in the test, if any for the reserved categories shall be extended as per the Govt. of Bihar guidelines as amended from time to time.
- 12.8 The University may at its discretion adopt appropriate procedures for recruitment to Group 'A' non-teaching posts on similar lines as given above.

13. MINIMUM QUALIFICATION AND EXPERIENCE

For recruitment to various posts, the qualifications and experience shall be as prescribed in these rules and where these are not prescribed in the rules, the qualification requirements of such posts shall be decided by Board of Management of the University.

14. AGE LIMIT

The upper age limit for appointment to various posts shall be as specified in these rules. The crucial date for determining the age shall be the closing date of the application.

15. RESERVATIONS OF POSTS

- 15.1 The University shall strictly follow the instructions of the Government of Bihar in respect of reservation/relaxation/concessions to various categories in recruitment/promotions, etc., pertaining to age, qualifying marks, experience/fees, etc. as amended from time to time.
- 15.2 The candidate belonging to the reserved categories shall enclose self-attested copies of the caste/class certificate and/or medical certificate (pertaining to the determination of degrees of disability in case of PwBD candidates) from the competent authority in the format prescribed by the Government of Bihar (subject to verification at a later date), failing which the application shall be rejected.
- 15.3 A candidate belonging to the reserved categories as specified by Govt. of Bihar, who has been selected on the same standard as applied to the General candidates and who appears in the general merit list is to be treated as own merit candidate. Such candidate will be adjusted against unreserved point of the reservation roster. In other words, a candidate applying against the unreserved vacancy cannot be considered for any relaxation.
- 15.4 When a relaxed standard is applied in selecting a reserved category candidate, for example in the age limit, experience, qualification, extended zone of consideration larger than what is provided for un-reserved candidates etc., the reserved category candidates are to be counted against reserved vacancies. Such candidates would be deemed as un-available for the consideration against un-reserved vacancies. However, age relaxation given to PwBD candidates will not be considered as relaxed standard for the above purpose.

Note: Nothing in these Rules shall affect the reservations, relaxation of age limit and other concessions required to be provided to the Scheduled Castes and Scheduled

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Tribes and other special categories of persons in accordance with the instructions issued by the Govt. of Bihar from time to time.

16. SCREENING OF APPLICATIONS

The applications received for various posts will be screened by the duly constituted screening committee in order to ensure that the applicants fulfill the criteria prescribed for the posts and also to short list the candidates for written test/interview. However, in case of large number of applications received, the University may conduct the written test examination before screening of applications.

17. CONSTITUTION OF SCREENING COMMITTEE

17.1 The Vice-Chancellor may constitute a Screening Committee by including at least one outside expert in the relevant field, in addition to the internal members.

17.2 The Member-Secretary to the Screening Committee shall be nominated by the Vice-Chancellor. It shall be the duty of the Member-Secretary to place the relevant documents/ rules/ guidelines, etc., relating to the selection before the Screening Committee.

17.3 The Screening Committee shall screen the applications and shortlist the candidates in accordance with the eligibility criteria, prescribed in the advertisement and as per recruitment rules.

17.4 It must be ensured that the ratio of the number of vacant posts to be filled and the number of candidates to be called for interview does not exceed 1:20. In order to comply with this requirement of maximum ratio, the Screening Committee may fix higher criteria at its discretion for the candidates.

18. CONSTITUTION OF SELECTION COMMITTEES

The Constitution of the Selection Committee shall be as defined in the Statute of the University.

19. DIRECT RECRUITMENT

19.1 Direct recruitment shall be made as per these Recruitment Rules of the University for Non-Teaching employees.

19.2 Recruitment to any regular post in the University shall be made on the recommendations of a duly-constituted Selection Committee, as prescribed under these rules.

19.3 The Selection Committee may decide its own method of evaluating the performance of the candidates in interview if required to be held to fill up a particular post.

19.4 The terms and conditions with regard to the minimum qualification, experience and other terms if mentioned shall be as per Annexure-I.

19.5 The rules and procedures prescribed by the Govt. of Bihar in respect of the provisions for the employment of persons from reserved categories shall be followed.

19.6 For presentation/interview, the individual members of the Selection Committee will assign appropriate marks out of the total marks. The average of the marks assigned by the members is the mark obtained by the candidate in presentation/interview. In case of tie, the Committee will select appropriate candidate assigning reason.

19.7 The selection committee will prepare a list in order of merit. The list in order of merit shall be valid for one year from its date of approval by the competent authority and the University reserves the right to make appointments from the merit list on

consequential vacancy caused by non-joining/resignation/death etc. of the candidate within the stipulated time.

- 19.8 In case two or more candidates are recommended for appointment, the recommendation shall be in order of merit.
- 19.9 The University reserves the right to increase/decrease the number of posts at the time of selection.
- 19.10 The recommendations of the Selection Committee shall be submitted to the Board of Management/Vice Chancellor as applicable and offer of appointment shall be issued after the approval of competent authority.
- 19.11 Based on the recommendations of the Selection Committee, the Vice-Chancellor may sanction benefits of previous service to any candidate joining from outside organizations through proper channel as admissible under the Govt. rules in case the candidate possesses higher qualification, experience, and professional expertise to the satisfaction of the Selection Committee.

20. SENIORITY

The seniority of each candidate in the respective cadre shall be determined in accordance with the relevant rules mentioned in Statute.

21. APPOINTMENT AND JOINING TIME

- 21.1 The appointment of a candidate shall be subject to the verification of antecedents, educational qualifications, experience and medical fitness.
- 21.2 An offer of appointment issued by the University should clearly specify the period (which shall not normally exceed one month) after which the offer would lapse automatically if the candidate did not join within the specified period.
- 21.3 If, however, within the specified period, a request is received from the candidate for extension of time, it may be considered by the University but extension beyond three months shall not be ordinarily granted. It may however be granted by the competent authority only as an exception where facts and circumstances so warrant. In any case extension may be given only up to a maximum of six months from the date of issue of the original offer of appointment. An offer of appointment would lapse automatically after expiry of six months from the date of issue of the original offer of appointment.

22. PROBATION

In case of direct recruitment, the selected candidate will be kept on probation as per the provision in the Statute. As regards other matters relating to probation, the employee will be governed by the instructions issued by the Government of Bihar in this regard from time to time.

23. GENERAL TERMS AND CONDITIONS OF RECRUITMENTS

- 23.1 Mere possession of eligibility conditions shall not entitle a candidate to be called for written test/skill test/interview. The date for determining the eligibility of all candidates in every respect shall be the closing date for receipt of the applications as prescribed in the advertisement.
- 23.2 Candidate who is already in service should submit his/her application through proper channel. However, he/ she may send an advance copy of his/her application and shall have to produce a "No Objection Certificate" from the employer on or before the date of interview/test, failing which his or her candidature will not be considered. Provided that for the posts, where there is no provision of interview, the duly forwarded

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application/NOC from the employer of the candidate must reach to the office within one month from the last date of receipt of application.

- 23.3 Suppression of factual information, supply of fake documents, providing false or misleading information or any other undesirable action by the candidate shall lead to cancellation of his/her candidature. In case, it is detected at any point of time in future even after appointment that the candidate was not eligible as per the prescribed qualification, experience etc. his/her appointment shall be liable to termination forthwith as per this clause and also based on his/her undertaking. With regard to any ambiguity relating to the recruitment rules in general and eligibility in respect of any post in particular, the decision of the Board of Management shall be final.
- 23.4 The persons appointed against any post shall be governed by the Act/Statutes/Regulations/Rules governing the service conditions/ method of recruitments as amended from time to time and resolutions of the Board of Management of the University.
- 23.5 For a candidate to be appointed to any non-teaching post, his/her character antecedents will be verified through the police. However, police verification will not be required in case of in-service candidate who's duly forwarded application is received. In case of adverse findings, the appointment shall be terminated without any notice.
- 23.6 On appointment, he/she will submit a declaration regarding his/her marital status in the prescribed proforma. In the event of his/her having more than one husband/wife living unless being exempted from the enforcement of the requirement in this behalf his/her appointment will be terminated.
- 23.7 At the time of recruitment, a service agreement should be executed between the University and the employee concerned and the same should be deposited with the Registrar. A copy of the duly signed service agreement must be provided the concerned employee.
- 23.8 The selected candidate will have to submit a medical fitness certificate issued by the medical officer not below the rank of civil surgeon, prior to joining in the University. However, medical fitness certificate will not be required in case of in-service candidate who's duly forwarded application is received.
- 23.9 The selected person shall be required to arrange his/her own accommodation as per his/ her convenience. University accommodation will be considered as per rules for House Allotment in the University.
- 23.10 The selected candidate will be governed by the terms and conditions "National Pension System" (known as 'New Pension Scheme'). However, employees who were already in service prior to launch of this scheme, shall continue to be governed by the same scheme in this University also except those appointed-on tenure posts.
- 23.11 The selected candidate is liable to serve anywhere within the jurisdiction of university where the offices or projects of the University are located or may be located in future.
- 23.12 Candidate should bring all original certificates relating to his/her age, qualification, experience and caste etc. at the time of interview. In case the candidate fails to submit the original documents for verification of the certified/photo-copies of the enclosures to his/her application, he or she shall not be allowed to appear at the interview and

his/her candidature shall be treated as cancelled without any further communication in this regard.

- 23.13 The University reserves the right to fill or not to fill up the posts advertised for any reasons. If any vacancy arises after recruitment to a particular post, the vacancy may be filled up from the valid panel approved for specific post within a period of one year.
- 23.14 The University reserves the right to withdraw the advertisement either partially or wholly at any time without assigning any reason to this effect.
- 23.15 The University reserves the right to appoint a consultant for a definite period as per the requirement on the payment term as prescribed by the Board of Management.
- 23.16 If any advertisement for any post(s) is withdrawn due to whatever reasons, the application fee or any other fee collected from the candidates shall be refunded.

24. OUTSOURCING OF SERVICES AND ENGAGEMENTS ON TEMPORARY/AD-HOC/CONTRACT BASIS

- 24.1 The University may explore the possibilities of outsourcing of services in the sectors like the security, farms, horticulture, sanitation, housekeeping, and other areas wherever possible through agencies by entering contract for a specified period or engage manpower through outsourcing agency. For this purpose, the University has to follow the prescribed procedures of hiring of services such as issue of tender etc. after examining the justification, exigencies and financial implication followed by budget allocations. The selection of agencies has to be made based on rates, efficiency and reputation, past record, client feedbacks and compliance to the requirements of the regulatory authorities under the appropriate Government.
- 24.2 In case regular appointments are delayed, the University may consider engagement on contract basis in terms of Bihar Animal Sciences University Human Resource Manual.
- 24.3 For flexi/technical positions which are not defined by Labor Law wages can be decided by university.
- 24.4 The appointment of skilled/semi-skilled contractual staff in externally funded projects will be purely on co-terminus basis. After the termination of the project, the university will not have any liability of the staff engaged for the externally funded schemes/projects.

25. PROMOTION

- 25.1 Promotions shall be made on grounds of seniority, merit and ability. The merit and ability shall be assessed by good conduct, result oriented performance and as reflected in the APARs/ACR and on the merit-based performance in the written / skill tests, wherever applicable.

Explanation 1: Only performance reported "Good (Grade 5)" for posts carrying Grade Pay up to Rs. 6600 (Level 11), consistently for the preceding five years shall be taken into consideration by the Departmental Promotion Committee (DPC). In case of Group 'A' post carrying Grade Pay of Rs. 7600/-(Level 12) or above, persons reported "Very Good" (Grade Point 7) shall only be considered. Those with "average performance", which is not an adverse remark, shall not be considered for promotion by the DPC. Provided that the Benchmarks as prescribed above shall stand modified

and made applicable mutatis mutandis as and when modified under the relevant Government of Bihar instructions.

Explanation 2: The University will hold the written/skill tests before holding the DPC at the time of promotion of the employees of the University and fix qualifying marks in addition to the screening of Annual Performance Appraisal Reports (APAR)/ACRs for preceding years, depending upon the length of Qualifying Service. While screening of Annual Performance Appraisal Reports/ACR, the University may also fix any other criteria for consideration of the DPC.

- 25.2 The DPC should assess the suitability of the employees for promotion on the basis of their service records and the Annual Performance Appraisal Reports/ACR for the preceding five years, as specified at clause 25.7.
- 25.3 In case there is any adverse entry in the APAR/ACR, or for want of prescribed score in the APAR/ACR, the case of promotion shall not be considered unless and until the competent authority expunges such adverse entry. If the competent authority does not expunge the adverse entry or does not increase the score after review of performance as per procedures, the employee concerned may have to wait for the required number of reports carrying the prescribed bench marks as required for the post under these Rules.
- 25.4 The eligibility criteria, Vigilance Clearance Reports and APAR/ACR dossiers, duly completed in all respects along with the seniority list and results of the written test (if conducted by the University) of the eligible employees to be considered for promotion, with details of the number of vacancies, number of posts reserved for SCs / ST/ PwD, etc. shall be provided to the DPC for consideration as per Govt. of Bihar rules.
- 25.5 In the case of "Selection", the zone of consideration of eligible official extended zone for SCs / STs/ PwDs to ensure the promotional chances against the reserved quota shall be decided by the DPC on the basis of the service records of the officers. The normal zone and the extended zone will be as follows: -

No. of vacancies	Normal Zone	Extended Zone for SC/ ST
1	5	5
2	8	10
3	10	15
4	12	20
5 to 10	Twice the number of vacancies + 4	5 times the number of vacancies
11 to 14	24	5 times the number of vacancies
15 and above	1½ times of the number of vacancies + 3	5 times the number of vacancies

- 25.6 The assessment of each officer should be made on evaluation of APARs for the preceding five years as specified at 25.7.
- 25.7 The DPC should make its own assessment of the official and shall determine the merit of those being assessed for promotion with reference to the benchmark "Good" i.e. minimum score 5 for all official up to the Grade Pay of Rs. 6600 (Level 11) and "Very Good", i.e. a minimum score of 7 for Group 'A' posts of Grade Pay Rs. 7600

(Level 12) and above, accordingly, grade the official as 'fit' or 'unfit' only. Those who are graded as 'fit' shall be included in the select panel in order of their inter-se-seniority in the feeder grade, subject to the availability of regular vacancies. Those employees who are graded 'unfit' by the DPC shall not be included in the selection panel. There shall be no supersession in promotion among those who are graded 'fit'. The grading and score are quoted below:

S.No.	Grading System and Score in APAR
a.	Grade "between 8-10" shall be rated as 'outstanding' and shall be given a score of 9 for the purpose of calculating average scores for appointment/promotion.
b.	Grade "between 6 and short of 8" shall be rated as 'very good' and will be given a score of 7 for the purpose of calculating average scores for appointment/promotion
c.	Grade "between 4 and short of 6" shall be rated as 'good' and shall be given a score of 5 for the purpose of calculating Average scores for appointment/promotion
d.	Below 4 shall be given a score of 'zero'.

- 25.8 The meeting of the DPC shall ordinarily be convened at least once a year, which shall depend upon the availability of vacancy.
- 25.9 The administrative authorities shall ordinarily ensure that the information furnished to the DPC are accurate and in proper order in all cases and a certificate to this effect duly signed by the officer designated for the purpose shall form a part of the note for the DPC.
- 25.10 Penalties of any kind (major or minor) shall constitute a bar to one's eligibility for promotion or confirmation. However, minor penalty of "censure" would not constitute a bar on the eligibility and consideration for the purpose of promotion/confirmation unless otherwise mentioned specifically in the order about such a bar on the eligibility.
- 25.11 The following cases shall be brought to the notice of the DPC:-
- Employees under suspension;
 - In respect of whom a charge-sheet has been issued and disciplinary proceedings are pending; and
 - In respect of whom prosecution for a criminal charge has been pending.
- 25.12 The DPC shall assess their suitability without regard to the disciplinary aspect. The findings of the DPC shall be kept in a sealed cover as per the fact recorded in the proceedings of the DPC. The same procedures shall be followed by subsequent DPCs till the disciplinary/criminal cases are concluded. On conclusion of the case, the sealed cover will be opened. In case the officer is completely exonerated, the due date of his promotion shall be determined and he will be promoted notionally with reference to the date of promotion of his junior and if necessary, by reverting the junior most officiating person. The Appointing Authority shall decide whether and to what extent the arrears of salary shall be paid. Where arrears are denied, reasons shall be recorded. If not exonerated, the findings of the sealed cover shall not be acted upon.

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25.13 The cases of officers under cloud after clearance by the DPC shall be settled in accordance with the Government of Bihar rules.

25.14 Relaxation in the period of promotion shall be considered as per Govt. of Bihar rule/Regulation.

26. FUNCTIONS OF THE DEPARTMENTAL PROMOTION COMMITTEE

26.1 The DPC shall consider and make recommendations in all cases of Group A, B and C employees. The constitution of DPC for various categories of posts shall be as prescribed under these rules of the University.

26.2 While considering the promotional cases, the DPC shall consider the following:

26.2.1 Provisions of the Rules/Act/Statutes/University Regulations/guidelines and Govt. of Bihar Rules as applicable from time to time.

26.2.2 Eligibility criteria and relaxations / concessions applicable to the SC/ST/PwD categories.

26.2.3 Work and Conduct Reports.

26.2.4 The Annual Performance Appraisal Reports (APARs)/ACRs for the preceding five years along with the Annual Property Returns (APRs) as available with the competent authority. While screening the APARs/ACRs, the DPC may also adopt the criteria with regard to the bench marks as mentioned in the University Statutes/regulation/Govt. of Bihar rules.

26.2.5 Vigilance Clearance Report.

26.2.6 Roster points of the cadre(s) as per the reservation policy of the Govt. of Bihar.

26.2.7 Performance in the interview /skill test /written test, if conducted by the University as per rules.

26.2.8 The DPC is expected to screen the cases and decide the eligibility based on the aforementioned documents like APARs/ACRs, Vigilance Clearance Report, Roster, Recruitment Rules etc.

Note: In case APAR(s)/ACRs for any particular period has not been written/ endorsed by the designated authority despite the fact that the employee concerned produces the proof of submission of self-appraisal report(s) duly filled-in for that particular period(s) to the concerned section, the DPC/Screening Committee shall ignore the report(s) of that particular period(s) and shall take into account the report(s) of the immediately preceding period(s). It is mandatory on the part of the designated officer to make entry in the relevant register to be maintained for this purpose and issue proper receipt to the employee concerned as a proof of submission of the appraisal reports. There shall be proper entry in the relevant register with regard to each movement of the APAR/ACR till the completion of its process.

27. MODE OF PROMOTION

27.1 In addition to the conditions for promotion for the posts, as specified at 25 above, University may decide the method and procedure to be followed for promotion in respect of any category of posts. For this purpose, the University, at its discretion, may opt the fitness-cum-seniority or hold written test or other trade / professional tests and fix qualifying marks for any post to assess the competence in an objective manner. In such cases, association of at least one external expert shall be mandatory.

27.2 Mere possession of eligibility conditions shall not entitle an employee to be promoted to the next higher post from the date of his eligibility. After completion of formalities

such as APARs/ACRs, Vigilance Clearance Report, the DPC may be constituted to evaluate and assess the eligibility of the employees. The employees shall be considered for promotion based on the recommendations of the DPC duly approved by the Competent Authority of the University.

27.3 All promotions of the non-teaching staff belonging to Group 'A', 'B' and Group 'C' shall take effect from the date of joining, if otherwise not specified.

27.4 Qualifying in Typing Test / Skill Test with knowledge of computers shall be the compulsory requirement for promotion to the post of Lower Division Clerk, Upper Division Clerk, Assistant, Semi-Professional Assistant, Library Assistant and other positions as identified from time to time.

28. AD-HOC PROMOTIONS

In case there is an existing vacancy and no eligible employee is available in the feeder Cadre for promotion, the competent authority may consider relaxation by a maximum period of one year at its discretion to promote an employee on ad-hoc basis after completing all procedural formalities, as laid down under Rule 25 above. However, this arrangement shall not be allowed to continue beyond one year in case the employee concerned is not considered for regular promotion.

29. PANEL

The panel drawn for promotion/direct recruitment shall normally be valid for a period of one year from the date of the meeting of the DPC/ date of approval of the recommendations, respectively.

30. MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACP)

30.1 The financial up-gradation under the Modified Assured Career Progression (MACP) Scheme in respect of non-teaching staff of the University shall be allowed as per the provisions of the orders/guidelines of Government of Bihar as amended/issued from time to time.

30.2 In case of financial up-gradation under MACP up to the level of Deputy Registrar or equivalent (level 12), the Registrar or any officer nominated by Vice-Chancellor shall chair the meeting of the Screening Committee. The Vice-Chancellor shall nominate at least one external expert and other members representing SC/ST/OBC/PWD etc. wherever required as per the guidelines of the GoB.

30.3 Any dispute in the afore-mentioned advancement schemes applicable for non-teaching staff, the decision of the Board of Management of the University shall be final.

31. REMOVAL OF DIFFICULTIES

31.1 The Board of Management may from time to time, issue such general and specific directions as may be necessary to remove difficulties in the operation of any of the provisions of these rules.

31.2 All existing rules and orders in relation to the matters covered under these rules shall stand superseded but any action already taken by or in pursuance to such existing rules and orders shall be deemed to have been taken under these rules.

32. INTERPRETATION

Any ambiguity or lack of clarity with regard to any clause of the rules, the decision of the Board of Management shall be final.

33. AMENDMENT OF RULES

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The university may propose for amendment in the existing rules and regulations in consistence with the Act and Statute and decision of the BoM shall be final and binding.

34. RESIDUARY MATTERS

In respect of all matters not specifically provided for in these rules, the corresponding provisions as prescribed by the Govt. of Bihar relating to its employees, as amended from time to time, will be followed. In case any particular provision in these rules clashes with any provision of the Act/Statutes, the provision of the Act/Statutes shall prevail and the provision in these rules shall stand superseded.

35. LIABILITY OF OFFICERS TO SERVE IN DIFFERENT PLACES

Employees appointed shall be liable to serve anywhere within the jurisdiction of the University.

36. TERRITORIAL JURISDICTION

In cases of any disputes, any suites or legal proceedings against the University, the territorial jurisdiction shall be restricted to the Hon'ble High Court, Patna.

37. DEPARTMENTAL PROMOTION COMMITTEE

Following shall be the constitution of the Departmental Promotion Committee:

37.1 Departmental Promotion Committee for Group 'A' posts (other than statutory posts)

1.	Vice-Chancellor or his/her nominee	:	Chairman
2.	One expert, not in service of the University, nominated by the Vice-Chancellor	:	Member
3.	Head of the concerned Unit/Department	:	Member
4.	A representative of SC/ST/OBC/Minority/Women/PwBD, if any of the candidates belonging to these categories, to be nominated by the Vice-Chancellor, if any of the above members of the Selection Committee do not belong to the same category.	:	Member
5.	Registrar	:	Member

37.2 Departmental Promotion Committee for Group 'B'

1.	Registrar or any other authority nominated by Vice-Chancellor	:	Chairman
2.	One expert, not in service of the University, nominated by the Vice-Chancellor	:	Member
3.	Head of the concerned Unit/Department	:	Member
4.	A representative of SC/ST/OBC/Minority/Women/PwBD, if any of the candidates belonging to these categories, to be nominated by the Vice-Chancellor, if any of the above members of the Selection Committee do not belong to the same category.	:	Member
5.	Deputy Registrar/ Assistant Registrar	:	Member

37.3 Departmental Promotion Committee for Group 'C'

1.	Registrar or any other authority nominated by Vice-Chancellor	:	Chairman
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2.	One expert, not in service of the University, nominated by the Vice-Chancellor	:	Member
3.	Head of the concerned Unit/Department	:	Member
4.	A representative of SC/ST/OBC/Minority/Women/PwBD, if any of the candidates belonging to these categories, to be nominated by the Vice-Chancellor, if any of the above members of the Selection Committee do not belong to the same category.	:	Member
5.	Deputy Registrar/ Assistant Registrar	:	Member

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Annexure-1ADMINISTRATIVE/MINISTERIAL SERVICES**1. CONTROLLER OF EXAMINATIONS**

2.	Name of Post	Controller of Examinations
3.	Number of sanctioned Post	01 (One)
4.	Classification	Group 'A'
5.	Scale of Pay/Pay Band / Grade Pay	Level-13
6.	Whether Selection or non-selection post	Not applicable
7.	Age Limit for Direct Recruits	Preferably below 57 years
8.	Educational and other qualifications required for direct recruits	<p>I. Master's degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed.</p> <p>II. At least 12 years of experience as Assistant Professor in the Academic Level 10 and above or with 5 years of service in the Academic Level 12 along with experience in educational Administration.</p> <p>or</p> <p>Comparable experience in research establishment and/ or other institutions of higher education,</p> <p>or</p> <p>3 years experience as Deputy Registrar or an equivalent post in Level 12.</p>
9.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
10.	Period of probation, if any	Two years
11.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment, failing which by deputation.
12.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Deputation: Officers holding analogous posts on regular basis or with three years regular service in Pay Level 12 or with five years regular service in Pay Level 11 or with eight years regular service in Pay Level 10 in the Central/State Government, Universities and other autonomous organisations.
13.	Composition of Selection Committee or DPC	As per Statutes / these regulation

2. DEPUTY REGISTRAR

1.	Name of Post	Deputy Registrar
2.	Number of sanctioned Post	03 (Three) [01 each of Acad./Exam, Adm. & Recruitment]
3.	Classification	Group 'A'
4.	Scale of Pay/Pay Band / Grade Pay	Level-12 After 5 years of regular service Deputy registrar shall be placed at Level-13 (GP of 8700/-).
5.	Whether Selection or non-selection post	Not applicable
6.	Age Limit for Direct Recruits	50 Years
7.	Educational and other qualifications required for direct recruits	I. Master's Degree with at least 55% of the marks or an equivalent grade in point scale wherever grading system is followed. II. Nine years of experience as an Assistant Professor in the academic level 10 and above with experience in educational administration. Or Comparable experience in research establishment and / or other institutions of higher education. Or Five years of administrative experience as Assistant Registrar or in an equivalent post in the Pay Level 10 and above.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	50% by Direct Recruitment 50% by promotion, failing which by deputation.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Promotion: Assistant Registrar with five years regular service in Pay Level 11. Deputation: Officers holding analogous posts on regular basis or with five years regular service in Pay Level 11 or with eight years regular service in Pay Level 10 in the Central/State Government, Universities and other autonomous organisations.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

3. ASSISTANT REGISTRAR

1.	Name of Post	Assistant Registrar
2.	Number of sanctioned Post	09 (Nine) [Assistant Registrar (05 posts); Assistant Registrar Acad., Exam., ADM. & Recruit (01 each)]
3.	Classification	Group 'A'
4.	Scale of Pay/Pay Band / Grade Pay	Level 10 Assistant Registrar shall be eligible for the higher level 11 after 8 years of service provided, they have participated in two training programmes on education administration, each of approximately four weeks' duration and their Performance Appraisal Report are as per the Benchmark grades in these regulations.
5.	Whether Selection or non-selection post	Selection Not applicable in case of Direct Recruitment/Deputation
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	Master's Degree with at least 55% marks or an equivalent grade in a point scale wherever grading system is followed.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age: No Qualification: No, but must possess at least Bachelor's degree from a recognized University/Institute.
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	50% by Direct Recruitment 50% by promotion, failing which by deputation.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Promotion: Section Officer with five years regular service in Pay Level 7 on the basis of seniority-cum-fitness. Deputation: Officers holding analogous posts on regular basis or with five years regular service in Pay Level 7 in the Central/State Government, Universities and other autonomous organisations.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

4. SECTION OFFICER

1.	Name of Post	Section Officer
2.	Number of sanctioned Post	44 (Forty-four)
3.	Classification	Group 'B'
4.	Scale of Pay/Pay Band / Grade Pay	Level 7
5.	Whether Selection or non-selection post	Selection Not Applicable in case of Direct Recruitment/Deputation
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	i) A Bachelor's Degree in any discipline from any recognized Institute/ University. ii) Three Years' Experience as Assistant in the Level 6 or eight years as UDC in Level 4 in any Central / State Govt./ University/ PSU and other Central or State Autonomous Institutions or holding equivalent positions in any reputed Private companies/ bank with annual turnover of at least Rs.200/- Crores or more. iii) Proficiency in Computer Operation, noting and drafting.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age: No Academic Qualification: Yes (As indicated at column 7)
9.	Period of probation, if any	Two Years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	50% by Direct Recruitment failing which by deputation. 25% by Promotion on Seniority cum Fitness basis from the cadre of Assistant, failing which by deputation. 25% by Promotion on the basis of Limited Departmental Competitive Examination (Qualifying nature) from the cadre of Assistant, failing which by deputation. The percentage for qualifying the LDCE will be 40%.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Promotion: 05 years of regular service from the feeder grade of Assistant in Level 6 on the basis of seniority-cum-fitness/LDCE. Deputation: Officers holding analogous post on regular basis or with three years regular service in Level 6 or equivalent in the Central/ State Govt. Universities or autonomous organisations and possess the Bachelor's degree as prescribed for direct recruits at Col.7 above.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

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Sharan Singh

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5. ASSISTANT

1.	Name of Post	Assistant
2.	Number of sanctioned Post	85 (Eighty-five)
3.	Classification	Group 'B'
4.	Scale of Pay/Pay Band / Grade Pay	Level 6
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	<p>I. Bachelor Degree from a recognized University / Institution.</p> <p>II. At least three years of relevant administrative experience in an office in academic/examinations/Finance & Accounts/procurement/Human Resource Management in Central/State Govt. /Public Sector Undertakings/ any reputed Private companies/ bank with annual turnover of at least Rs.100/- Crores or more.</p> <p>III. Proficiency in Typing, Computer applications, noting and drafting.</p>
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	<p>50% by Direct Recruitment failing which by deputation.</p> <p>25% by Promotion on Seniority cum Fitness basis from the cadre of UDC, failing which by deputation.</p> <p>25% by Promotion on the basis of Limited Departmental Competitive Examination (Qualifying nature) from the cadre of UDC, failing which by deputation. The percentage for qualifying the LDCE will be 40%,</p>
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	<p>Promotion: 05 years of regular service from the feeder grade of UDC in Level 4 on the basis of seniority-cum-fitness/LDCE.</p> <p>Deputation: Officers holding analogous post on regular basis or with three years regular service in Level 4 or equivalent in the Central/ State Govt. Universities or autonomous organisations and possess the Bachelor's degree as prescribed for direct recruits at Col.7 above</p>
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

6. UPPER DIVISION CLERK

1.	Name of Post	Upper division clerk(UDC)
2.	Number of sanctioned Post	25 (Twenty-five)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 4
5.	Whether Selection or non-selection post	Selection Not applicable in case of Direct Recruitment.
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	1. A Bachelor's Degree from any recognized Institute/ University. 2. Two-year experience in University/ Research Establishment / Central State Govt./ PSU/ Autonomous Bodies or in the reputed private Companies/ corporate banks with a minimum annual turnover of at least Rs.200/- Crores or more. 3. Speed in English Typing @ 35 wpm OR Speed in Hindi Typing @ 30 wpm
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two Years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	75% by Direct Recruitment (based on written test and skill test) 25% by Promotion, failing which by deputation.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Promotion: Lower Division Clerk/Hindi Typist with five years regular service in Pay Level 2 according to seniority cum fitness failing which by direct Recruitment.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

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7. LOWER DIVISION CLERK

1.	Name of Post	Lower Division Clerk
2.	Number of sanctioned Post	33 (Thirty-three)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 2
5.	Whether Selection or non-selection post	Selection Non-Selection for Col. 10 (iii) Not Applicable for Direct Recruitment
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	I. A Bachelor's Degree from any recognized Institute/ University. II. English Typing @ 35 wpm OR Hindi Typing @ 30 wpm (35wpm and 30wpm correspond to 10500KDPH/9000KDPH on an average of 5 Key depressions for each work).
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	(i) 85% by Direct Recruitment through written and skill test in various components of MS Office particularly in MS Word, MS Excel, etc. (ii) 10% of vacancies shall be filled up from amongst MTS in the Level 1 and who possess Senior Secondary (10+2) or equivalent qualification and have rendered three years regular service in the grade, on the basis of the departmental qualifying examination. (iii) Promotion: 5% of the vacancies shall be filled on seniority-cum-fitness basis from MTS employees who have five years regular service in posts in the Level 1 subject to fulfilling the educational qualification of (10+2) or equivalent.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	As in Column No. 10
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

8. MULTI-TASKING STAFF (MTS)

1.	Name of Post	Multi-Tasking Staff (MTS)
2.	Number of sanctioned Post	180 (One hundred eighty)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 1
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	10 th Pass from a recognized Board. OR ITI Pass in the relevant field.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	Direct Recruitment through Written and Trade Test.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not Applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation







ISOLATED ADMINISTRATIVE SERVICES

1. INTERNAL AUDIT OFFICER

1.	Name of Post	Internal Audit Officer
2.	Number of sanctioned Post	01 (One)
3.	Classification	Group 'A'
4.	Scale of Pay/Pay Band / Grade Pay	Level-13
5.	Whether Selection or non-selection post	Not applicable
6.	Age Limit for Direct Recruits	Preferably below 57 years
7.	Educational and other qualifications required for direct recruits	<p>i. Master's degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed.</p> <p>ii. At least 3 years regular service in Level 12 in the area of finance/ account/audit /Administration in Universities /Govt. Department/ Autonomous bodies.</p>
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment, failing which by deputation.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Deputation: Officers holding analogous posts on regular basis or with three years regular service in Pay Level 12 or with five years regular service in Pay Level 11 or with eight years regular service in Pay Level 10 in the Central/State Government, Universities and other autonomous organisations.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

2. LAW OFFICER

1.	Name of Post	Law Officer
2.	Number of sanctioned Post	01 (One)
3.	Classification	Group 'A'
4.	Scale of Pay/Pay Band / Grade Pay	Level 10
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	I. LLB. from a recognized Indian Universities / Institutions with at least 7 years' experience of law practice in a Court of Law in the civil/criminal/service matter duly certified. II. LL.M. from the recognized Indian Universities /Institutions with at least 55% of marks or an equivalent grade point in the grade point scale.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	Direct Recruitment
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not Applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation






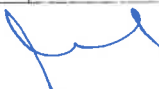




3. PUBLIC RELATION OFFICER

1.	Name of Post	Public Relation Officer
2.	Number of sanctioned Post	01 (One)
3.	Classification	Group 'A'
4.	Scale of Pay/Pay Band / Grade Pay	Level 10
5.	Whether Selection or non-selection post	Not applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	<p>1. Master's degree in Science/Journalism/Public Relation with 55% marks or equivalent.</p> <p>2. At least Five years experience in the editorial department/ Centre of any Central / State Govt. department / PSU / Central / State Educational Institutions established English/ regional Newspaper accredited with ABC, National News Agencies, Radio or Television, Film Media, reputed advertising agencies with excellent command of speaking in English, Hindi and Regional Language.</p>
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation / absorption to be made	Not applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

4. PHYSICAL TRAINING INSTRUCTOR (PTI)

1.	Name of Post	Physical Training Instructor (PTI)
2.	Number of sanctioned Post	05 (Five)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 4
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	Bachelor's Degree in Physical Education (PBD) Or Intermediate/10+2 or equivalent from a recognized board and Diploma in Physical Education with 2 years' experience.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	Direct Recruitment
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not Applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation


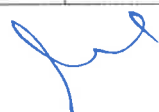



INFORMATION AND COMMUNICATION TECHNICAL SERVICES

1. SYSTEM ANALYST

1.	Name of Post	System Analyst
2.	Number of sanctioned Post	01 (One)
3.	Classification	Group 'A'
4.	Scale of Pay/Pay Band / Grade Pay	Level 10
5.	Whether Selection or non-selection post	Not applicable
6.	Age Limit for Direct Recruits	40 years
7.	Educational and other qualifications required for direct recruits	<p>I. B.E./B.Tech. in Computer Science & Engineering/Electronics Engineering.</p> <p>II. 05 years programming experience in languages like C/C++/JAVA etc. databases: MySQL/ORACLE with PHP etc. Foundations and practices under WINDOWS/LINUX/UNIX platforms from a recognized Public/PUS/Private organization.</p> <p style="text-align: center;">OR</p> <p>I. M.E./M.Tech. in Computer Science & Engineering/Electronics Engineering/ M.Sc. Computer Science/MCA.</p> <p>II. 03 years' programming experience in languages like C/C++/JAVA etc. databases: MySQL/ORACLE with PHP etc. Foundations and practices under WINDOWS/LINUX/UNIX platforms from a recognized Public/PUS/Private organization.</p>
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not Applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

2. SENIOR TECHNICAL ASSISTANT (COMPUTER)

1.	Name of Post	Senior Technical Assistant (Computer)
2.	Number of sanctioned Post	04 (Four)
3.	Classification	Group 'B'
4.	Scale of Pay/Pay Band / Grade Pay	Level 6
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	(1) B.E./B.Tech. in Computer Science & Engineering/Electronics Engineering. OR M.C.A./M.Sc. in Computer Science (2) 02 years programming experience in languages like C/C++/JAVA etc. databases: MySQL/ORACLE with PHP etc. Foundations and practices under WINDOWS/LINUX/UNIX platforms from a recognized Public/PUS/Private organization.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	Direct recruitment through Written Test and Skill Test (if required).
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation / absorption to be made	Not Applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

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3. TECHNICAL ASSISTANT (COMPUTER)

1.	Name of Post	Technical Assistant (Computer)
2.	Number of sanctioned Post	03 (Three)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 5
5.	Whether Selection or non-selection post	Not applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	i) Bachelor's Degree in Engineering / Technology in Computer Science and Technology / Information Technology from any recognized University or Institute. OR Master's Degree in Computer Science/Technology / MCA from any recognized University / Institute. ii) At least 02 years experience in relevant field in University/ Research establishment / Central / State Govt. / PSU and other autonomous bodies or Private organization of repute with annual turnover of at least Rs.200/- Crores or more.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not applicable.
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	Direct Recruitment
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not applicable.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

4. LAB ASSISTANT (COMPUTER)

1.	Name of Post	Lab Assistant (Computer)
2.	Number of sanctioned Post	02 (Two)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 4
5.	Whether Selection or non-selection post	Selection Not Applicable for Direct Recruitment
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	Bachelor's degree with minimum two years of working and maintenance experience of sophisticated scientific Instruments in the Laboratory. However, the relevant subject will be as decided by the university as per the functional requirement of the department concerned. The experience should be in University/ Research establishment /Central / State Govt. / PSU and other autonomous bodies or Private organization of repute with annual turnover of at least Rs.200/- Crores or more.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age: No Academic Qualification: Yes
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	50% by Promotion 50% by Direct Recruitment
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Promotion: Laboratory Attendant (Computer) with eight years of regular service in Level 1 with the requisite qualification prescribed at Col.No.7.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

5. LAB ATTENDANT (COMPUTER)

1.	Name of Post	Lab attendant (Computer)
2.	Number of sanctioned Post	12 (Twelve)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 1
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	10+2 with science stream from any recognized Central/ State Board OR 10 th Pass from any recognized Central/ State Board with Science as one of the subjects and skill certificate programme in Laboratory Technology.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	Direct Recruitment
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not Applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation












FINANCE /ACCOUNT SERVICES

1. COMPTROLLER

1.	Name of Post	Comptroller
2.	Number of sanctioned Post	01 (One)
3.	Classification	Group 'A'
4.	Scale of Pay/Pay Band / Grade Pay	Level-14
5.	Whether Selection or non- selection post	Not Applicable
6.	Age Limit for Direct Recruitment	Preferably below 57 years
7.	Educational and other qualifications required for direct recruits	<p>I. Master degree with at-least 55% of the marks or its equivalent grade of B in the UGC seven-point scale in any discipline from a recognised University/Institute.</p> <p>II. At least 15-year experience as Assistant Professor or equivalent in the AGP of Rs. 7,000/- and above or with eight years of service in the AGP of Rs. 8,000/- and above including as Associate Professor or equivalent along with experience in Educational Administration.</p> <p style="text-align: center;">Or,</p> <p>Comparable experience in research establishment and/or other institutions of higher education along with experience in educational administration.</p> <p style="text-align: center;">Or,</p> <p>At least 15 years of administrative experience of which 8 years as Deputy Comptroller (AGP of 7,600/-) or an equivalent post along with experience in educational finance administration.</p> <p>Desirable</p> <p>I. Well versed in the financial/ accounting system.</p> <p>II. Experience in computer system finance/accounts related software handling for information processing and retrieval.</p> <p>III. Officers working in organised Accounts Services of Govt. (Preferably from Audit & Accounts Service) with similar status will be given preference.</p>

8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	Direct/Deputation for a tenure of five years or till attaining the age of superannuation i.e. 62 years, whichever is earlier (Eligible for reappointment after observance of due selection process)
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Deputation: Qualifications & Experience: As indicated at col. 7. Holding analogous post or eight years' experience at Pay Level-12
12.	Composition of Selection Committee or DPC	As per Statutes / Regulation



2. DEPUTY COMPTROLLER

1.	Name of Post	Deputy Comptroller
2.	Number of sanctioned Post	02 (Two)
3.	Classification	Group 'A'
4.	Scale of Pay/Pay Band / Grade Pay	Level-12 After 5 years of regular service Deputy comptroller shall be placed at Level-13 (GP of 8700/-).
5.	Whether Selection or non-selection post	Not applicable
6.	Age Limit for Direct Recruits	50 Years
7.	Educational and other qualifications required for direct recruits	I. Master's Degree with at least 55% of the marks or an equivalent grade in point scale wherever grading system is followed. II. Nine years of experience as an Assistant Professor in the academic level 10 and above with experience in educational administration/finance. Or Comparable experience in research establishment and / or other institutions of higher education. Or Five years of administrative experience/finance as Assistant comptroller or in an equivalent post in the Pay Level 10 and above.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	50% by Direct Recruitment 50% by promotion, failing which by deputation.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Promotion: Assistant Comptroller with five years regular service in Pay Level 11. Deputation: Officers holding analogous posts on regular basis or with five years regular service in Pay Level 11 or with eight years regular service in Pay Level 10 in the Central/State Government, Universities and other autonomous organisations.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

3. ASSISTANT COMPTROLLER

1.	Name of Post	Assistant Comptroller
2.	Number of sanctioned Post	07 (Seven)
3.	Classification	Group 'A'
4.	Scale of Pay/Pay Band / Grade Pay	Level 10 Assistant Comptroller shall be eligible for the higher level 11 after 8 years of service provided, they have participated in two training programmes on education administration/finance, each of approximately four weeks' duration and their Performance Appraisal Report are as per the Benchmark grades in these regulations.
5.	Whether Selection or non-selection post	Selection Not applicable in case of Direct Recruitment/Deputation
6.	Age Limit for Direct Recruits	40 years
7.	Educational and other qualifications required for direct recruits	Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed. Desirable: M.CoM/MBA/CA.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age: No Qualification: No, but must possess at least Bachelor's degree from a recognized University/Institute.
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	50% by Direct Recruitment 50% by promotion, failing which by deputation.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Promotion: Section Officer with five years regular service in Pay Level 7 on the basis of seniority-cum-fitness. Deputation: Officers holding analogous posts on regular basis or with five years regular service in Pay Level 07 in the Central/State Government, Universities and other autonomous organisations.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

4. SECTION OFFICER ACCOUNTS

1.	Name of Post	Section Officer Accounts
2.	Number of sanctioned Post	05 (Five)
3.	Classification	Group 'B'
4.	Scale of Pay/Pay Band / Grade Pay	Level 7
5.	Whether Selection or non-selection post	Selection Not Applicable in case of Direct Recruitment/Deputation
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	I. A Bachelor's Degree in any discipline from any recognised Institute/ University. II. Three Years' Experience as Assistant in the Level 6 or eight years as UDC in Level 4 in any Central / State Govt./University/ PSU and other Central or State Autonomous Institutions or holding equivalent positions in any reputed Private companies/ bank with annual turnover of at least Rs.200/- Crores or more. III. Proficiency in Computer Operation, noting and drafting.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age: No Academic Qualification: Yes (As indicated at column 7)
9.	Period of probation, if any	Two Years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	50% by Direct Recruitment failing which by deputation. 25% by Promotion on Seniority cum Fitness basis from the cadre of Assistant, failing which by deputation. 25% by Promotion on the basis of Limited Departmental Competitive Examination (Qualifying nature) from the cadre of Assistant, failing which by deputation. The percentage for qualifying the LDCE will be 40%.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Promotion: 05 years of regular service from the feeder grade of Accountant in Level 6 on the basis of seniority-cum-fitness/LDCE. Deputation: Officers holding analogous post on regular basis or with three years regular service in Level 6 or equivalent in the Central/ State Govt. Universities or autonomous organisations and possess the Bachelor's degree as prescribed for direct recruits at Col.7 above.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

5. ACCOUNTANT

1.	Name of Post	Accountant
2.	Number of sanctioned Post	08 (Eight)
3.	Classification	Group 'B'
4.	Scale of Pay/Pay Band / Grade Pay	Level 6
5.	Whether Selection or non-selection post	Selection Not Applicable in case of Direct Recruitment/Deputation
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	i. Bachelor Degree from a recognized University / Institution. ii. Three Years of experience as UDC or equivalent in the Level 4 in Central/State Government/ University/ PSU and other Central / State Autonomous Bodies or equivalent pay package in the reputed private Companies/corporate banks with a minimum annual turnover of at least Rs.200/-Crores or more. iii. Proficiency in Typing, Computer applications, noting and drafting.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age: No Academic Qualification: Yes (As indicated at column 7)
9.	Period of probation, if any	Two Years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	50% by Promotion 50% by Direct Recruitment (based on written test and skill test)
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Promotion: UDC with 5 years of regular service in Level 4 according to seniority-cum-fitness.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

SECRETARIAL SERVICES






1. SECRETARY TO VICE-CHANCELLOR

1.	Name of Post	Secretary to Vice-Chancellor
2.	Number of sanctioned Post	01 (One)
3.	Classification	Group 'A'
4.	Scale of Pay/Pay Band / Grade Pay	Level 11
5.	Whether Selection or non-selection post	Selection
6.	Age Limit for Direct Recruits	Not applicable
7.	Educational and other qualifications required for direct recruits	Not applicable
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	I. A Bachelor's Degree from a recognized University/Institute. II. At least 05 Years experience as Private Secretary or 08 years as Personal Assistant in a University/ Research establishment/ Central/ State Govt. /PSU and other autonomous bodies.
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Promotion failing which by deputation.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Promotion: Private Secretary with nine years regular services in Pay Level 7 on the basis of seniority-cum-fitness. Deputation: Officers holding analogous posts on regular basis or with nine years regular service in Pay Level 07 in the Central/State Government, Universities and other autonomous organisations.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

2. PRIVATE SECRETARY

1.	Name of Post	Private Secretary
2.	Number of sanctioned Post	05 (Five)
3.	Classification	Group 'B'
4.	Scale of Pay/Pay Band / Grade Pay	Level 7
5.	Whether Selection or non-selection post	Selection Not applicable in case of Direct Recruitment
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	<p>I. A Bachelor's Degree from a recognized University/Institute.</p> <p>II. At least 03 Years experience as Personal Assistant or 5 years as Stenographer in a University/Research establishment/Central/ State Govt. /PSU and other autonomous bodies.</p> <p>III. English/Hindi Stenography speed:120 wpm in English or 100wpm in Hindi</p> <p>IV. English/Hindi Typing speed: 35 w.p.m. in English or 30w.p.m.in Hindi.</p> <p>V. Knowledge of computer applications.</p> <p>Skill Test Norms on Computer: Dictation: 10 minutes @ 120 w.p.m. in English/100 w.p.m. in Hindi Transcription: 50 minutes (English)/ 60 minutes (Hindi)</p> <p>Desirable: Proficiency in English & good communication skills.</p>
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age: No Academic Qualification: Yes
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	50 % by promotion failing which by deputation. 50 % by direct recruitment failing which by deputation.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which	Promotion: Personal Assistant with 05 (five) years regular service in Level 6 on the basis of seniority-

	promotion / deputation / absorption to be made	cum-fitness, subject to qualifying in the stenography test as mentioned under column 7. Deputation: Persons holding analogous posts on regular basis or with 3 years regular service as Personal Assistant in the Level 6/Level 7 of any Central/State Govt./ University/ Public Sector Undertaking as other Central or State Autonomous bodies and fulfilling the educational qualifications and other professional requirements as prescribed at column 7.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

3. PERSONAL ASSISTANT

1.	Name of Post	Personal Assistant
2.	Number of sanctioned Post	10 (Ten)
3.	Classification	Group 'B'
4.	Scale of Pay/Pay Band / Grade Pay	Level 6
5.	Whether Selection or non-selection post	Selection Not Applicable in case of Direct Recruitment
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	<p>I. A Bachelor's Degree in any discipline from any recognized Institute/ University.</p> <p>II. Proficiency in Stenography in English or Hindi with minimum speed of 100wpm.</p> <p>III. Proficiency in Typing in English or Hindi with minimum speed of 35 / 30 wpm respectively.</p> <p>IV. Knowledge of Computer Applications.</p> <p>V. Two years experience as Stenographer or equivalent in Central State Govt. organizations / University Research Institution or Central / State autonomous Institution/reputed private institutions having a turnover 200 crores.</p> <p>Desirable: Proficiency in English and good communication skills.</p> <p>Skill Test Norms on Computer: Dictation: 10 minutes @ 100 w.p.m. Transcription: 40 minutes English/55 minutes Hindi</p>
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	<p>i) 50 % by promotion failing which by deputation.</p> <p>ii) 50 % by direct recruitment failing which by deputation.</p>
11.	In case of recruitment by promotion/ deputation /	Promotion: Stenographer with 05 (five) years regular service in Level 4 on the basis of

	absorption, grades from which promotion / deputation / absorption to be made	seniority-cum-fitness, subject to qualifying in the stenography test as mentioned under column 7. Deputation: Officers holding analogous post on regular basis or with three years regular service in Level 4/Level 5 or equivalent in the Central/ State Govt. Universities or autonomous organisations and possess the qualification as prescribed for direct recruits at Col.7 above.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation







4. STENOGRAPHER

1.	Name of Post	Stenographer
2.	Number of sanctioned Post	09 (Nine)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 4
5.	Whether Selection or non-selection post	Not applicable
6.	Age Limit for Direct Recruits	37 Years
7.	Educational and other qualifications required for direct recruits	<p>I. A Bachelor's Degree in any discipline from any recognized Institute/ University.</p> <p>II. Proficiency in Stenography in English or Hindi with minimum speed of 80wpm.</p> <p>III. Proficiency in Typing in English or Hindi with minimum speed of 35 / 30 wpm respectively.</p> <p>IV. Knowledge of Computer Applications decided by computer proficiency test by the University.</p> <p>Desirable Qualifications: Proficiency in English and good communication skills.</p> <p>Skill Test Norms on Computer: Dictation: 10 minutes @ 80 w.p.m. Transcription: 50 minutes English/65 minutes Hindi</p>
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	100% by Direct Recruitment
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not Applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

SECURITY SERVICES

1. CHIEF SECURITY OFFICER

1.	Name of Post	Chief Security Officer
2.	Number of sanctioned Post	01 (One)
3.	Classification	Group 'A'
4.	Scale of Pay/Pay Band / Grade Pay	Level 10
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	<p>I. A Graduate or an equivalent qualification with minimum 50% marks from a recognized University.</p> <p>II. Eight (08) years experience as Security Officer at least in Pay Level 7 in any Para- Military /Police/ Armed Force of the Union/ State Govt./Autonomous Bodies/PSUs/ Universities or recognized Research or Higher Educational Institutions.</p> <p>III. Holding a Valid Driving License to ride Motor Car and Motor Cycle.</p>
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two Years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	Direct Recruitment failing which by deputation
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Deputation Officer holding an analogous post in Central / State Government /Autonomous Body/PSUs/Local Body or fulfilling the eligibility criteria required for direct recruitment.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

2. SECURITY OFFICER

1.	Name of Post	Security Officer
2.	Number of sanctioned Post	01 (One)
3.	Classification	Group 'B'
4.	Scale of Pay/Pay Band / Grade Pay	Level 7
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	<p>Bachelor's Degree from a recognized University/ Institution with five years experience as Security Supervisor / Supervisory Position in Security in a Govt. Office, Educational Institute / Private Organization of repute with an annual turnover of at least Rs.200/- Crores or more.</p> <p>OR</p> <p>Persons who have served in the Army or such Uniformed Service at JCO level or equivalent or above, with 10th standard pass or Army class I Examination or an equivalent examination.</p> <p>AND</p> <p>Holding a valid Driving License (LMV/ Motor cycle).</p>
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two Years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	Direct Recruitment failing which by deputation
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	<p>Deputation:</p> <p>Officer from the Central/ State Govt./Universities/ Other autonomous organizations.</p> <p>i. Holding analogous post on regular basis.</p> <p>OR</p> <p>ii. With three years regular service in the relevant field in the Level 6.</p>
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

3. ASSISTANT SECURITY OFFICER

1.	Name of Post	Assistant Security Officer
2.	Number of sanctioned Post	04 (Four)
3.	Classification	Group 'B'
4.	Scale of Pay/Pay Band / Grade Pay	Level 6
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	<p>Bachelor's Degree from a recognized University/ Institution with five years experience as Security Supervisor / Supervisory Position in Security in a Govt. Office, Educational Institute / Private Organization of repute with an annual turnover of at least Rs.200/- Crores or more</p> <p style="text-align: center;">OR</p> <p>Persons who have served in the Army or such Uniformed Service at JCO level or equivalent or above, with 10th standard pass or Army class I Examination or an equivalent examination.</p> <p style="text-align: center;">AND</p> <p>Holding a valid Driving License (LMV/ Motor cycle).</p>
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	Direct Recruitment failing which by deputation
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	<p>Deputation:</p> <p>Officer from the Central/ State Govt./ Universities/ Other autonomous organizations.</p> <p>i. Holding analogous post on regular basis.</p> <p style="text-align: center;">OR</p> <p>ii. With three years regular service in the relevant field in the Level 5.</p>
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

ENGINEERING & ESTATE SERVICES

1. DIRECTOR WORKS & PLANT-CUM-ESTATE OFFICER

1.	Name of Post	Director Works & Plant-cum-Estate Officer
2.	Number of sanctioned Post	01 (One)
3.	Classification	Group 'A'
4.	Scale of Pay/Pay Band / Grade Pay	Level 13
5.	Whether Selection or non-selection post	Not applicable
6.	Age Limit for Direct Recruits	Preferably below 57 years
7.	Educational and other qualifications required for direct recruits	1. A Bachelor's degree in Engineering Technology with at least 55% of the marks or its equivalent grade. 2. At least 06 years of experience in Civil Construction work as Executive Engineer or higher position in State/Central Government /Public Sector/ University/Higher Education Institute.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment, failing which by deputation.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Deputation: Officers holding analogous posts on regular basis or with five years regular service in Pay Level 12 or with eight years regular service in Pay Level 11 in the Central/State Government, Universities and other autonomous organisations.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

2. DY. ESTATE OFFICER

1.	Name of Post	Dy. Estate Officer
2.	Number of sanctioned Post	03 (Three) [One each of Mechanical, Civil & Electrical]
3.	Classification	Group 'A'
4.	Scale of Pay/Pay Band / Grade Pay	Level 12
5.	Whether Selection or non-selection post	Not applicable
6.	Age Limit for Direct Recruits	50 years
7.	Educational and other qualifications required for direct recruits	B. Tech/ B.E./B.Sc. Engg. or equivalent degree in Civil/ Electrical/ Mechanical Engineering from AICTE recognized Institute/ University with minimum of 55% marks or equivalent grade point average with relevant experience of 05 years in pay level 10 and above. However, the relevant subject will be as decided by the university as per the functional requirement of the department concerned. Desirable: Candidate should have experience in handling, maintenance, renovation of buildings and in executing new building/roads.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	50% by Direct Recruitment 50% by promotion, failing which by deputation.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Promotion: Assistant Estate Officer with five years regular service in Pay Level 11. Deputation: Officers holding analogous posts on regular basis or with five years regular service in Pay Level 11 or with eight years regular service in Pay Level 10 in the Central/State Government, Universities and other autonomous organisations.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

3. ASSISTANT ESTATE OFFICER / ASSISTANT ENGINEER

1.	Name of Post	Assistant Estate Officer / Assistant Engineer
2.	Number of sanctioned Post	04 (Four) [Two post of Civil and one each of Electrical and Mechanical]
3.	Classification	Group 'A'
4.	Scale of Pay/Pay Band / Grade Pay	Level 10
5.	Whether Selection or non-selection post	Selection
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	<p>Essential: B. Tech /B.E./B.Sc. Engg in Civil/Electrical/ Mechanical Engineering from AICTE recognized institute /University.</p> <p>However, the relevant subject will be as decided by the university as per the functional requirement of the department concerned.</p> <p>Desirable: Candidate should have experience in handling, maintenance, renovation of buildings and in executing new building/roads in case of Civil and should have experience in installation & maintenance of Mechanical/Electrical equipment installation/machine/works in case of Electrical/Mechanical.</p>
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	50% by Direct Recruitment 50% by promotion, failing which by deputation.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	<p>Promotion: Junior Engineer with twelve years regular service in Pay Level 6 on the basis of seniority-cum-fitness.</p> <p>Deputation: Officers holding analogous posts on regular basis or with twelve years regular service in Pay Level 06 in the Central/State Government, Universities and other autonomous organisations.</p>
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

4. JR. ENGINEER

1.	Name of Post	Junior Engineer
2.	Number of sanctioned Post	14 (Fourteen) [8 post of Civil, 4 post of Electrical & 2 post of Mechanical]
3.	Classification	Group 'B'
4.	Scale of Pay/Pay Band / Grade Pay	Level 6
5.	Whether Selection or non-selection post	Not applicable
6.	Age Limit for Direct Recruits	37years
7.	Educational and other qualifications required for direct recruits	Bachelor's Degree of Engineering/Technology in relevant field from are cognised Institute/ University with one year relevant experience OR Diploma in Engineering in the relevant field and three years' experience in relevant field in CPWD / State PWD or Similar Organised Services /Statutory or Autonomous Organisations / Central / State Universities /Autonomous Institutions or reputed Private construction company with an annual turnover of at least Rs.200/- Crores or more. However, the relevant subject will be as decided by the university as per the functional requirement of the department concerned.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not Applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

ANIMAL/FIELD/FARM/FISH FARM OPERATION

1. CHIEF ANIMAL/FIELD/FARM/FISH FARM MANAGER

1.	Name of Post	Chief Animal/Field/Farm/Fish Farm Manager
2.	Number of sanctioned Post	01 (One)
3.	Classification	Group 'A'
4.	Scale of Pay/Pay Band / Grade Pay	Level 11
5.	Whether Selection or non- selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	Master Degree in Veterinary/Animal Science/Fisheries Science from a recognised university. Or M.Sc. in Agriculture (Agronomy) with relevant experience of 05 years in pay level 10 and above.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment, failing which by deputation
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not Applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

2. SENIOR ANIMAL/FIELD/FARM/FISH FARM MANAGER

1.	Name of Post	Senior Animal/Field/Farm/Fish Farm Manager
2.	Number of sanctioned Post	05 (Five)
3.	Classification	Group 'B'
4.	Scale of Pay/Pay Band / Grade Pay	Level 9
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	Bachelor in Veterinary Science (B.V. Sc. & AH from a recognised university. Or M.Sc. in Agriculture (Agronomy). However, the relevant subject will be as decided by the university as per the functional requirement of the department concerned.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not Applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation







3. ANIMAL/FIELD/FARM/FISH FARM MANAGER

1.	Name of Post	Animal/Field/Farm/Fish Farm Manager
2.	Number of sanctioned Post	07 (Seven)
3.	Classification	Group 'B'
4.	Scale of Pay/Pay Band / Grade Pay	Level 6
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	<p>I. Master's Degree in the relevant subject with at least two years experience in relevant field</p> <p>OR</p> <p>II. First Class Bachelor's Degree in the relevant subject with minimum five years of working and maintenance experience in the Laboratory or animal farms. However, the relevant subject will be as decided by the university as per the functional requirement of the department concerned.</p> <p>III. The experience should be in University/ Research establishment /Central / State Govt. / PSU and other autonomous bodies or Private organization of repute with annual turnover of at least Rs.200/- Crores or more.</p>
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not Applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

4. ANIMAL/FIELD/FARM/FISH FARM ATTENDANT

1.	Name of Post	Animal/Field/Farm/Fish Farm Attendant
2.	Number of sanctioned Post	124 (One hundred twenty-four)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 1
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	10 th Pass from any recognized Central/ State Board with Science as one of the subjects and skill certificate programme/ITI in the relevant field as per the functional requirement of the University/College/Unit.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By direct recruitment
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not Applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation







TECHNICAL/LABORATORY SERVICES

1. SENIOR TECHNICAL ASSISTANT

1.	Name of Post	Senior Technical Assistant
2.	Number of sanctioned Post	30 (Thirty)
3.	Classification	Group 'B'
4.	Scale of Pay/Pay Band / Grade Pay	Level 6
5.	Whether Selection or non-selection post	Non-Selection Not Applicable for direct recruitment
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	<p>Master's Degree in the relevant subject with at least two years experience in relevant field</p> <p style="text-align: center;">OR</p> <p>First Class Bachelor's Degree in the relevant subject with minimum five years of working and maintenance experience of sophisticated scientific Instruments in the Laboratory.</p> <p>However, the relevant subject will be as decided by the university as per the functional requirement of the department concerned.</p> <p>The experience should be in University/ Research establishment /Central / State Govt. / PSU and other autonomous bodies or Private organization of repute with annual turnover of at least Rs.200/- Crores or more.</p>
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	<p>50% by Promotion, failing which by deputation.</p> <p>50% by Direct Recruitment (based on written test and skill test)</p>
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Promotion: Technical Assistant with five years regular service in the Level 5 according to seniority-cum-fitness
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

2. TECHNICAL ASSISTANT

1.	Name of Post	Technical Assistant
2.	Number of sanctioned Post	31 (Thirty-one)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 5
5.	Whether Selection or non-selection post	Non Selection Not Applicable in case of direct recruitment.
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	Bachelor's degree with minimum three years of working and maintenance/ operation experience of Scientific Instruments in the Laboratory. However, the relevant subject will be as decided by the university as per the functional requirement of the department concerned. The experience should be in University/ Research establishment /Central / State Govt. / PSU and other autonomous bodies or Private organization of repute with annual turnover of at least Rs.200/- Crores or more.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	No
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	50% by Promotion. 50% by Direct Recruitment (based on written test and skill test)
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Promotion: Laboratory Assistant with five years of regular service in Level 4 according to seniority-cum-fitness failing which by deputation
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation










3. LAB ATTENDANT

1.	Name of Post	Lab Attendant
2.	Number of sanctioned Post	76 (Seventy-six)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 1
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	10+2 with science stream from any recognized Central/ State Board OR 10 th Pass from any recognized Central/ State Board with Science as one of the subjects and skill certificate in any Laboratory Technique programme.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	Direct Recruitment
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not Applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation



TRANSPORT SERVICES**1. DRIVER**

1.	Name of Post	Driver
2.	Number of sanctioned Post	17 (Seventeen)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 2
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37
7.	Educational and other qualifications required for direct recruits	I. 10 th Pass from any recognized Board II. Possession of a Valid Commercial Driving License for Light/Medium/ Heavy Vehicles issued by the Competent authority having no adverse endorsement III. Knowledge of motor mechanism (the candidate should be able to remove minor defects in vehicles). IV. Experience of driving motor vehicles for at least 05 years in an organization.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	Direct Recruitment through driving test, knowledge of traffic rules and skill test.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not Applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation






ARTIST CUM PHOTOGRAPHER/ AUDIO VISUAL TECHNICIAN

1. AUDIO VISUAL TECHNICIAN-CUM-PHOTOGRAPHER

1.	Name of Post	Audio Visual Technician-cum-Photographer
2.	Number of sanctioned Post	02 (Two)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 4
5.	Whether Selection or non-selection post	Selection Not Applicable for Direct Recruitment
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	I. Intermediate/10+2 from a recognized board. II. Diploma or certificate programme in audiovisual systems or similar programme.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age: No Academic Qualification: Yes
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	50% by Promotion 50% by Direct Recruitment
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Promotion: Photographer with five years of regular service in Level3 with the requisite qualification prescribed at Col.No.7.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

[Handwritten signatures] Sheorender Singh

2. PHOTOGRAPHER

1.	Name of Post	Photographer
2.	Number of sanctioned Post	02 (Two)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 3
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	i. Intermediate/10+2 from a recognized board. ii. Diploma in Photography.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not Applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation







ANIMAL /VETERINARY CLINICAL SERVICES

1. O.T. TECHNICIAN

1.	Name of Post	O.T. Technician
2.	Number of sanctioned Post	01 (One)
3.	Classification	Group 'B'
4.	Scale of Pay/Pay Band / Grade Pay	Level 9
5.	Whether Selection or non- selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	B.Sc. from a recognised university with 03 years of working experience in Operation Theatre at University/ Research establishment / Central / State Govt. / PSU and other autonomous bodies. Or Diploma in Operation Theatre or Operation Room Assistant course from a recognised university/institution with six years working experience in hospital/clinics of recognised University/institute/registered hospital.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

2. IMAGING TECHNICIAN

1.	Name of Post	Imaging Technician
2.	Number of sanctioned Post	01 (One)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 5
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	I. 10+2 with Science from a recognized Board/ University. II. Certificate (02 years course) in Radiography or Diploma (02 years course) in Radiography or BSc. (Radiography) OR Radiological Technology (02 years) from a Recognized Board with 3 years' working experience of imaging in University/ Research establishment / Central / State Govt. / PSU and other autonomous bodies.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

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3. POSTMORTEM TECHNICIAN

1.	Name of Post	Postmortem Technician
2.	Number of sanctioned Post	01 (One)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 3
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	I. Intermediate from a recognised Board. II. 3 years' working experience in animal hospital/Veterinary College/ Research establishment / Central / State Govt. / PSU and other autonomous bodies.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

4. ANIMAL/VETERINARY COMPOUNDER

1.	Name of Post	Animal/Veterinary Compounder
2.	Number of sanctioned Post	09 (Nine)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 2
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	I. 10 th Pass from a recognised Board. II. 5 years' working experience in animal hospital /Veterinary College/ Research establishment / Central / State Govt. / PSU and other autonomous bodies.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation







5. O.T. ASSISTANT

1.	Name of Post	O.T. Assistant
2.	Number of sanctioned Post	03 (Three)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 2
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	I. 10 th Pass from a recognised Board. II. 5 years' working experience in animal hospital /Veterinary College/Research establishment / Central / State Govt. / PSU and other autonomous bodies.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation








6. X-RAY TECHNICIAN

1.	Name of Post	X-Ray Technician
2.	Number of sanctioned Post	02 (Two)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 2
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	I. 10 th Pass with Science from a recognized Board/ University. II. Certificate (02 years course) in Radiography or Diploma (02 years course) in Radiography with 1 year working experience in animal hospital /Veterinary College/Research establishment / Central / State Govt. / PSU and other autonomous bodies.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation







HUMAN HEALTH SERVICES

1. MEDICAL OFFICER

1.	Name of Post	Medical Officer
2.	Number of sanctioned Post	01 (One)
3.	Classification	Group 'A'
4.	Scale of Pay/Pay Band / Grade Pay	Level 10 Dynamic Assured Career Progression Scheme (DACPs) shall be applicable as prescribed by the Govt. of Bihar/UGC from time-to-time.
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	M.D. or M.S. in an appropriate branch of Medicine. OR MBBS Degree or equivalent qualification included in any one of the: Schedules to the Indian Medical Council Act, 1956 (102 of 1956) and must be registered in a State Medical Register or Indian Medical Register.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment, failing which by Deputation.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Deputation: Medical officers of the Central/State Government or similar organized services/semi-Government/PSU/ Statutory Autonomous organization /University/ Institute of National Importance holding analogous posts on regular basis and possessing educational qualifications prescribed in above in row 7.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

2. NURSE

1.	Name of Post	Nurse
2.	Number of sanctioned Post	01 (One)
3.	Classification	Group 'B'
4.	Scale of Pay/Pay Band / Grade Pay	Level 6
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	I. BSc (Nursing) from a recognised University/Institute. II. Registered as Nurse in the Indian National Council or its affiliated State Nursing Council III. Two years' experience in Nursing in a reputed hospital.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation







3. PHARMACIST

1.	Name of Post	Pharmacist
2.	Number of sanctioned Post	01 (One)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 5
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	10+2 with Diploma in Pharmacy of 02-year duration from a recognized institute. Registration with State Pharmacy Council.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation







4. MEDICAL ATTENDANT CUM DRESSER

1.	Name of Post	Medical attendant cum dresser
2.	Number of sanctioned Post	01 (One)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 2
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	10+2 or equivalent from a Recognised Board/ Council with 05 years working experience in reputed hospital and with elementary knowledge of first aid or handling of dressing wounds.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Not applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation








LIBRARY SERVICES

1. PROFESSIONAL ASSISTANT

1.	Name of Post	Professional Assistant
2.	Number of sanctioned Post	04 (Four)
3.	Classification	Group 'B'
4.	Scale of Pay/Pay Band / Grade Pay	Level 6
5.	Whether Selection or non-selection post	Selection Not applicable in case of Direct Recruitment
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	1. Master's Degree in Library & Information Science from any recognised University /Institution with 02 years experience in the relevant field in a University/Research establishment/Central/State Govt./PSU and Library of other autonomous Institutions. OR Bachelor's Degree in Library/Library and Information Science from any recognised Institute/ University with 03 years experience in the relevant field in a University / Research Establishment /Central/State Govt./PSU and Library of other autonomous Institutions. 2. Knowledge of Computer Applications.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age: No Academic Qualification: Yes as at (column 7).
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	50% by promotion 50% by Direct Recruitment, failing which by deputation.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Promotion: Semi Professional Assistant with five years regular service in Level 5 through seniority-cum-fitness, subject to qualifying in the Computer typing test failing which by deputation / direct recruitment Deputation: Employees of the Central/ State Government, Autonomous or Statutory Organisation, PSU, University or recognised research institution; (i) Holding analogous post on regular basis in the parent cadre or department. (ii) With 5 years' service rendered as Semi Professional

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		Assistant in the Level 5 or equivalent in the parent cadre or department. (iii) Possessing the qualifications and experience prescribed for direct recruitment under column 7.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

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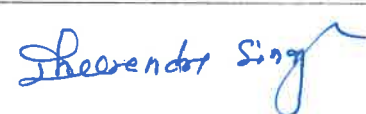

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2. SEMI PROFESSIONAL ASSISTANT

1.	Name of Post	Semi Professional Assistant
2.	Number of sanctioned Post	04 (Four)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 5
5.	Whether Selection or non-selection post	Selection Not applicable in case of Direct Recruitment
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	Master's Degree in Library Science and Information Science from any recognised University/Institution OR Bachelor's Degree in Library/ Library and Information Science from a recognised Institute/ University with two years relevant experience in a University/ Research Establishment / Central / State Govt./ PSU/ Autonomous Institutions.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age: No Academic Qualification: Yes as at (column 7).
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	50% by promotion 50% by Direct Recruitment, failing which by deputation.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Promotion: Library Assistant with 10 years of regular service in Level 3.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

3. LIBRARY ASSISTANT

1.	Name of Post	Library Assistant
2.	Number of sanctioned Post	06 (Six)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 3
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	i) Bachelor's degree in Library & Information Science or equivalent from a recognized University. ii) Typing speed of 30 words per minute in English. iii) Knowledge of Computer Applications.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Age: No Qualification: No. But must possess the qualification as indicated in Column 11.
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	50% by promotion 50% by Direct Recruitment
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation /absorption to be made	Promotion: Library Attendant possessing 10+2 qualification or equivalent and certificate in Library Science with five years regular service in Level 1.
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

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4. LIBRARY ATTENDANT

1.	Name of Post	Library Attendant
2.	Number of sanctioned Post	03 (Three)
3.	Classification	Group 'C'
4.	Scale of Pay/Pay Band / Grade Pay	Level 1
5.	Whether Selection or non-selection post	Not Applicable
6.	Age Limit for Direct Recruits	37 years
7.	Educational and other qualifications required for direct recruits	i) 10+2 or its equivalent examination from a recognized Board. ii) Certificate course in Library Science from a recognized Institution. iii) One year experience in a University/ College/ Educational Institution Library. iv) Basic knowledge of computer applications.
8.	Whether Age and educational qualifications prescribed for direct recruits will apply in the case of promotions	Not applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the post to be filled by various methods.	By Direct Recruitment.
11.	In case of recruitment by promotion/ deputation / absorption, grades from which promotion / deputation / absorption to be made	Not applicable
12.	Composition of Selection Committee or DPC	As per Statutes / these regulation

Rationalization of non-teaching posts of Bihar Animal Sciences University, Patna sanctioned vide L.No.-6
S.S.(11)03/2017-3689/Animal and Fisheries Resources Department, Govt. of Bihar dated 20/11/2017

SL. NO	SANCTIONED POSTS							PROPOSED CHANGES IN THE SANCTIONED POSTS, NAME AND PAY LEVEL				
	Sanction Post	No	Unit	Pay Band	Grade Pay	Level	Classification	Rename, if any	Pay Band	Grade Pay	Level	Classification
1.	Sr. Instrumentation Officer (CIF)	1	BASU	37400-67000	8700	13	Group 'A'	Controller of Examinations	No Change	No Change	No Change	No Change
2.	Dy. Registrar (Acad. Exam Adm. & Recruit)	3	BASU	37400-67000	8700	13	Group 'A'	No Change	15600-39100	7600	12	No Change
3.	Asstt. Registrar (Acad. Exam & ADM, Recruit)	4	BASU	15600-39100	5400	10	Group 'A'	No Change	No Change	No Change	No Change	No Change
4.	Central Purchase Officer	1	BASU	15600-39100	6600	11	Group 'A'	Assistant Registrar	No Change	5400	10	No Change
5.	Jr. Instrumentation Officer (CIF)	2	BASU	15600-39100	5400	10	Group 'A'	Assistant Registrar	No Change	5400	10	No Change
6.	Multi task Officer Asstt.	44	BASU	9300-34800	4600	7	Group 'B'	Section Officer	No Change	No Change	No Change	No Change
7.	Accounts Asstt./Accounting Technician	25	BASU	9300-34800	4600	7	Group 'B'	Assistant	No Change	4200	6	No Change
8.	Multi Task Worker	52	BASU	5200-20200	1800	1	Group 'C'	Multi-Tasking Staff (MTS)	No Change	No Change	No Change	No Change
9.	System Analyst	1	BASU	15600-39100	7600	12	Group 'A'	No Change	No Change	5400	10	No Change
10.	Electrician	3	BASU	5200-20200	2400	4	Group 'C'	Technical Assistant (Computer)	No Change	2800	5	No Change
11.	Comptroller	1	BASU	37400-67000	10000	14	Group 'A'	No Change	No Change	No Change	No Change	No Change
12.	Dy. Comptroller	2	BASU	37400-67000	8700	13	Group 'A'	No Change	15600-39100	7600	12	No Change
13.	Asstt. Comptroller (Operation, Plan & Budget, Central Purchase, Farm Operation, Audit)	5	BASU	15600-39100	5400	10	Group 'A'	Assistant Comptroller	No Change	No Change	No Change	No Change
14.	Section Officer Accounts	3	BASU	9300-34800	4600	7	Group 'B'	No change	No change	No change	No change	No Change
15.	Secretary to Vice-Chancellor	1	BASU	15600-39100	6600	11	Group 'A'	No Change	No Change	No Change	No Change	No Change
16.	P.A.	9	BASU	9300-34800	4600	7	Group 'B'	Personal Assistant	No Change	4200	6	No Change
17.	Estate Cum Security Officer	1	BASU	15600-39100	5400	10	Group 'A'	Chief Security Officer	No Change	No Change	No Change	No Change
18.	Security Officer	1	BASU	9300-34800	4600	7	Group 'B'	No Change	No Change	No Change	No Change	No Change
19.	Security Supervisor	4	BASU	9300-34800	4200	6	Group 'B'	Assistant Security	No Change	No Change	No Change	No Change

Dr. P. Singh *Sheerendy Singh*

								Officer				
20.	Director Works and Plant (DWP)	1	BASU	37400-67000	8700	13	Group 'A'	Director Works & Plant-cum-Estate Officer	No Change	No Change	No Change	No Change
21.	Dy. Estate Officer (Civil)	1	BASU	15600-39100	7600	12	Group 'A'	No Change	No Change	No Change	No Change	No Change
22.	Dy. Estate Officer (Electrical/Mechanical)	1	BASU	15600-39100	7600	12	Group 'A'	Dy. Estate Officer (Electrical)	No Change	No Change	No Change	No Change
23.	Estate Officer	1	BASU	37400-67000	8700	13	Group 'A'	Dy. Estate Officer (Mechanical)	15600-39100	7600	12	No Change
24.	Asstt. Estate Officer (Civil)	2	BASU	15600-39100	5400	10	Group 'A'	Assistant Estate Officer / Assistant Engineer(Civil)	No Change	No Change	No Change	No Change
25.	Asstt. Estate Officer (Electrical/Mech.)	1	BASU	15600-39100	5400	10	Group 'A'	Assistant Estate Officer / Assistant Engineer(Electrical)	No Change	No Change	No Change	No Change
26.	Jr. Engineer (Civil)	8	BASU	9300-34800	4600	7	Group 'B'	No Change	No Change	4200	6	No Change
27.	Jr. Engineer (Electrical)	4	BASU	9300-34800	4600	7	Group 'B'	No Change	No Change	4200	6	No Change
28.	Artist	1	BASU	9300-34800	4200	6	Group 'B'	Senior Technical Assistant	No Change	No Change	No Change	No Change
29.	Law Officer	1	BASU	15600-39100	5400	10	Group 'A'	No Change	No Change	No Change	No Change	No Change
30.	Public Relation Officer	1	BASU	15600-39100	7600	12	Group 'A'	No Change	No Change	5400	10	No Change
31.	Light Vehicle Driver	6	BASU	5200-20200	2000	3	Group 'C'	Driver	No Change	1900	2	No Change
32.	Heavy Duty Vehicle Driver	2	BASU	5200-20200	2400	4	Group 'C'	Driver	No Change	1900	2	No Change
33.	Photographer	2	BASU	5200-20200	2000	3	Group 'C'	No Change	No Change	No Change	No Change	No Change
34.	Sr. System Analyst	1	BASU	37400-67000	8700	13	Group 'A'	Internal Audit Officer	No Change	No Change	No Change	No Change
35.	Receptionist care Taker	2	BASU	9300-34800	4200	6	Group 'B'	Professional Assistant	No Change	No Change	No Change	No Change
36.	Plumber	1	BASU	5200-20200	2000	3	Group 'C'	Semi Professional Assistant	No Change	2800	5	No Change
37.	Mechanic	2	BASU	5200-20200	2000	3	Group 'C'	Library Assistant	No Change	No Change	No Change	No Change
38.	Carpenter	1	BASU	5200-20200	2000	3	Group 'C'	Library Assistant	No Change	No Change	No Change	No Change
Total		202										








Rationalization of sanctioned posts of Bihar Veterinary College, Patna

SL. NO	SANCTIONED POSTS						PROPOSED CHANGES IN THE SANCTIONED POSTS, NAME AND PAY LEVEL				
	Sanction Post	No	Pay Band	Grade Pay	Level	Classification	Rename, if any	Pay Band	Grade Pay	Level	Classification
1.	Procurement Officer	1	15600-39100	6600	11	Group 'A'	Assistant Registrar	No Change	5400	10	No Change
2.	Assistant	12	9300-34800	4600	7	Group 'B'	No Change	No Change	4200	6	No Change
3.	UDC	17	5200-20200	2400	4	Group 'C'	Upper division clerk	No Change	No Change	No Change	No Change
4.	Cashier	2	5200-20200	2800	5	Group 'C'	Upper division clerk	No Change	2400	4	No Change
5.	Assistant to Artist	1	5200-20200	2400	4	Group 'C'	Upper division clerk	No Change	No Change	4	No Change
6.	Dairy Overseer	1	5200-20200	2400	4	Group 'C'	Upper division clerk	No Change	No Change	4	No Change
7.	Typist cum Clerk	5	5200-20200	2400	4	Group 'C'	Lower Division Clerk	No Change	1900	2	No Change
8.	Record Keeper	2	5200-20200	2400	4	Group 'C'	Lower Division Clerk	No Change	1900	2	No Change
9.	Data and Console Operator	1	5200-20200	2400	4	Group 'C'	Lower Division Clerk	No Change	1900	2	No Change
10.	Store Keeper (ILFC)	1	5200-20200	2400	4	Group 'C'	Lower Division Clerk	No Change	1900	2	No Change
11.	Store Keeper cum Store Assistant	1	5200-20200	2400	4	Group 'C'	Lower Division Clerk	No Change	1900	2	No Change
12.	Talkie Operator	1	5200-20200	2400	4	Group 'C'	Lower Division Clerk	No Change	1900	2	No Change
13.	Registration Assistant	1	5200-20200	1900	2	Group 'C'	Lower Division Clerk	No Change	1900	2	No Change
14.	Technical Assistant	1	5200-20200	1900	2	Group 'C'	Lower Division Clerk	No Change	No Change	No Change	No Change
15.	Durban	7	5200-20200	1800	1	Group 'C'	Multi-Tasking Staff (MTS)	No Change	No Change	No Change	No Change
16.	Security guard	4	5200-20200	1800	1	Group 'C'	Multi-Tasking Staff (MTS)	No Change	No Change	No Change	No Change
17.	Daftary	1	5200-20200	1800	1	Group 'C'	Multi-Tasking Staff (MTS)	No Change	No Change	No Change	No Change
18.	Sweeper cum Attendant	35	5200-20200	1800	1	Group 'C'	Multi-Tasking Staff (MTS)	No Change	No Change	No Change	No Change
19.	Head Dom	1	5200-20200	1800	1	Group 'C'	Multi-Tasking Staff (MTS)	No Change	No Change	No Change	No Change
20.	Cleaner	1	5200-20200	1800	1	Group 'C'	Multi-Tasking Staff (MTS)	No Change	No Change	No Change	No Change
21.	Data Analyst	2	5200-20200	2400	4	Group 'C'	Lab Assistant (Computer)	No Change	No Change	No Change	No Change
22.	Lab. Assistant	12	5200-20200	2000	3	Group 'C'	Lab Attendant (Computer)	No Change	1800	1	No Change
23.	Accountant	1	9300-34800	4200	6	Group 'B'	No Change	No Change	No Change	No Change	No Change
24.	Head Clerk	1	9300-34800	4200	6	Group 'B'	Accountant	No Change	No Change	No Change	No Change







25.	Administrative Assistant/A.A.O	3	9300-34800	4200	6	Group 'B'	Accountant	No Change	No Change	No Change	No Change
26.	Office Superintendent	1	9300-34800	4200	6	Group 'B'	Accountant	No Change	No Change	No Change	No Change
27.	Assistant Registrar	1	9300-34800	4800	8	Group 'B'	Private Secretary	No Change	4600	7	No Change
28.	Assistant Comptroller	1	9300-34800	4800	8	Group 'B'	Private Secretary	No Change	4600	7	No Change
29.	P.S.	1	9300-34800	4800	8	Group 'B'	Private Secretary	No Change	4600	7	No Change
30.	Junior Engineer	1	9300-34800	4200	6	Group 'B'	Junior Engineer (Mechanical)	No Change	No Change	No Change	No Change
31.	Commercial Production Manager	1	9300-34800	5400	9	Group 'B'	Senior Animal/Field/Farm/ Fish Farm Manager	No Change	No Change	No Change	No Change
32.	Quality Control Manager	1	9300-34800	5400	9	Group 'B'	Senior Animal/Field/Farm/ Fish Farm Manager	No Change	No Change	No Change	No Change
33.	Meat Testing Assistant	1	9300-34800	5400	9	Group 'B'	Senior Animal/Field/Farm/ Fish Farm Manager	No Change	No Change	No Change	No Change
34.	Farm Manager Operation	2	9300-34800	5400	9	Group 'B'	Senior Animal/Field/Farm/ Fish Farm Manager	No Change	No Change	No Change	No Change
35.	Curator-cum-Museum/Specimen Technician	1	5200-20200	1900	2	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	1800	1	No Change
36.	Andrology Lab Technician	1	5200-20200	1900	2	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	1800	1	No Change
37.	Carpenter	2	5200-20200	1900	2	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	1800	1	No Change
38.	Riding Master	1	5200-20200	1900	2	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	1800	1	No Change
39.	Sawai Subedar	1	5200-20200	1900	2	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	1800	1	No Change
40.	Plumber	1	5200-20200	1900	2	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	1800	1	No Change
41.	Incubation Assistant	4	5200-20200	1800	1	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	No Change	No Change	No Change
42.	Ward Boy cum Room Attendant	4	5200-20200	1800	1	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	No Change	No Change	No Change
43.	Ward Overseer	1	5200-20200	1800	1	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	No Change	No Change	No Change
44.	Head Mali	1	5200-20200	1800	1	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	No Change	No Change	No Change

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45.	Gardener	2	5200-20200	1800	1	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	No Change	No Change	No Change
46.	Milk Recorder	1	5200-20200	1800	1	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	No Change	No Change	No Change
47.	Gwala	5	5200-20200	1800	1	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	No Change	No Change	No Change
48.	Animal Attendant	9	5200-20200	1800	1	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	No Change	No Change	No Change
49.	Sycc	10	5200-20200	1800	1	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	No Change	No Change	No Change
50.	Dog Ward Overseer	1	5200-20200	1800	1	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	No Change	No Change	No Change
51.	Artist cum Photographer	3	9300-34800	4200	6	Group 'B'	Senior Technical Assistant	No Change	No Change	No Change	No Change
52.	Audio Visual Technician	1	9300-34800	4200	6	Group 'B'	Senior Technical Assistant	No Change	No Change	No Change	No Change
53.	Molecular Lab. Assistant	1	9300-34800	4200	6	Group 'B'	Senior Technical Assistant	No Change	No Change	No Change	No Change
54.	Cyto-immuno La. Assistant	1	9300-34800	4200	6	Group 'B'	Senior Technical Assistant	No Change	No Change	No Change	No Change
55.	Feed Plant Technician	1	5200-20200	2800	5	Group 'C'	Technical Assistant	No Change	No Change	No Change	No Change
56.	Laboratory Technician	26	5200-20200	2800	5	Group 'C'	Technical Assistant	No Change	No Change	No Change	No Change
57.	Mechanic	1	5200-20200	2800	5	Group 'C'	Technical Assistant	No Change	No Change	No Change	No Change
58.	Lab. Attendant	17	5200-20200	1800	1	Group 'C'	Lab Attendant	No Change	No Change	No Change	No Change
59.	P.T.I.	1	5200-20200	1900	2	Group 'C'	Lab Attendant	No Change	1800	1	No Change
60.	O.T. Master/O.T. Technician	1	9300-34800	5400	9	Group 'B'	O.T. Technician	No Change	No Change	No Change	No Change
61.	Imaging Technician	1	5200-20200	2800	5	Group 'C'	No Change	No Change	No Change	No Change	No Change
62.	Postmortem Technician	1	5200-20200	2000	3	Group 'C'	No Change	No Change	No Change	No Change	No Change
63.	Livestock Assistant cum Compounder	1	5200-20200	1900	2	Group 'C'	Animal/Veterinary Compounder	No Change	No Change	No Change	No Change
64.	Compounder	1	5200-20200	1900	2	Group 'C'	Animal/Veterinary Compounder	No Change	No Change	No Change	No Change
65.	Pharmacist/Compound der	2	5200-20200	1900	2	Group 'C'	Animal/Veterinary Compounder	No Change	No Change	No Change	No Change
66.	OT Assistant	1	5200-20200	1900	2	Group 'C'	No Change	No Change	No Change	No Change	No Change
67.	JRA	1	9300-34800	4200	6	Group 'B'	Nurse	No Change	No Change	No Change	No Change

68.	In-charge Medical Store	1	5200-20200	2800	5	Group 'C'	Pharmacist	No Change	No Change	No Change	No Change
69.	Human Compounder	1	5200-20200	1900	2	Group 'C'	Medical Attendant cum dresser	No Change	No Change	No Change	No Change
70.	Research and Information Officer	1	15600-39100	6600	11	Group 'A'	Chief Animal/Field/Farm/ Fish Farm Manager	No Change	No Change	No Change	No Change
71.	Librarian	2	9300-34800	4200	6	Group 'B'	Professional Assistant	No Change	No Change	No Change	No Change
72.	Library Attendant	1	5200-20200	1800	1	Group 'C'	No Change	No Change	No Change	No Change	No Change
Total		237									








Rationalization of sanctioned posts of Sanjay Gandhi Institute Of Dairy Technology, Patna

SL. NO	SANCTIONED POSTS						PROPOSED CHANGES IN THE SANCTIONED POSTS, NAME AND PAY LEVEL				
	Sanction Post	No	Pay Band	Grade Pay	Level	Classification	Rename, if any	Pay Band	Grade Pay	Level	Classification
1.	Head Clerk	2	5200-20200	2800	5	Group 'C'	Upper division clerk	No Change	2400	4	No Change
2.	Office Clerk	2	5200-20200	2400	4	Group 'C'	Lower Division Clerk	No Change	1900	2	No Change
3.	Typist Clerk	4	5200-20200	2400	4	Group 'C'	Lower Division Clerk	No Change	1900	2	No Change
4.	Cashier	1	5200-20200	2400	4	Group 'C'	Lower Division Clerk	No Change	1900	2	No Change
5.	Store Clerk	9	5200-20200	2400	4	Group 'C'	Lower Division Clerk	No Change	1900	2	No Change
6.	Duplicating Operator	1	5200-20200	1900	2	Group 'C'	Lower Division Clerk	No Change	1900	2	No Change
7.	Dairym	1	5200-20200	1800	1	Group 'C'	Multi-Tasking Staff (MTS)	No Change	No Change	No Change	No Change
8.	Peon	4	5200-20200	1800	1	Group 'C'	Multi-Tasking Staff (MTS)	No Change	No Change	No Change	No Change
9.	Chaukidar	4	5200-20200	1800	1	Group 'C'	Multi-Tasking Staff (MTS)	No Change	No Change	No Change	No Change
10.	Sweeper	4	5200-20200	1800	1	Group 'C'	Multi-Tasking Staff (MTS)	No Change	No Change	No Change	No Change
11.	Assistant Comptroller	1	9300-34800	4800	8	Group 'B'	Private Secretary	No Change	4600	7	No Change
12.	Stenographer	9	5200-20200	2400	4	Group 'C'	No Change	No Change	No Change	No Change	No Change
13.	Technical Assistant	19	9300-34800	4200	6	Group 'B'	Senior Technical Assistant	No Change	No Change	No Change	No Change
14.	Mechanic	3	5200-20200	2800	5	Group 'C'	Technical Assistant	No Change	No Change	No Change	No Change
15.	Helper Cleaner	3	5200-20200	1800	1	Group 'C'	Lab Attendant	No Change	No Change	No Change	No Change
16.	Lab. Attendant	40	5200-20200	1800	1	Group 'C'	Lab Attendant	No Change	No Change	No Change	No Change
17.	Driver	3	5200-20200	1900	2	Group 'C'	No Change	No Change	No Change	No Change	No Change
Total		110									





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Rationalization of non-teaching posts of College of Fisheries, Kishanganj sanctioned vide L.No.-6 S.S.(11)01/2018-154/Animal and Fisheries Resources Department, Govt. of Bihar dated 19/6/2018

SL. N O.	SANCTIONED POSTS						PROPOSED CHANGES IN THE SANCTIONED POSTS, NAME AND PAY LEVEL				
	Sanction Post	No	Pay Band	Grade Pay	Level	Classification	Rename, if any	Pay Band	Grade Pay	Level	Classification
1.	Student Welfare Officer	1	15600-39100	6600	11	Group 'A'	Assistant Registrar	No Change	5400	10	No Change
2.	Multi Task Office Assistant	24	9300-34800	4200	6	Group 'B'	Assistant	No Change	No Change	No Change	No Change
3.	Cashier	1	5200-20200	2800	5	Group 'C'	Upper division clerk	No Change	2400	4	No Change
4.	Clerk-cum-Storekeeper	3	5200-20200	1900	2	Group 'C'	Lower Division Clerk	No Change	1900	2	No Change
5.	Security Guard	16	5200-20200	1800	1	Group 'C'	Multi-Tasking Staff (MTS)	No Change	No Change	No Change	No Change
6.	Multi-tasking Staff	50	5200-20200	1800	1	Group 'C'	Multi-Tasking Staff (MTS)	No Change	No Change	No Change	No Change
7.	IT Technician-cum-Website Manager	2	9300-34800	4200	6	Group 'B'	Senior Technical Assistant (Computer)	No Change	No Change	No Change	No Change
8.	Assistant Comptroller	1	15600-39100	5400	10	Group 'A'	No Change	No Change	No Change	No Change	No Change
9.	Accountant	2	9300-34800	4600	7	Group 'B'	Accountant	No Change	4200	6	No Change
10.	P.S to Dean	1	9300-34800	4800	8	Group 'B'	Private Secretary	No Change	4600	7	No Change
11.	Assistant Engineer	1	15600-39100	6600	11	Group 'A'	Assistant Estate Officer / Assistant Engineer (Mechanical)	No Change	5400	10	No Change
12.	Junior Engineer	1	9300-34800	4600	7	Group 'B'	Junior Engineer (Mechanical)	No Change	4200	6	No Change
13.	Farm Manager	1	9300-34800	4200	6	Group 'B'	Animal/Field/Farm/ Fish Farm Manager	No Change	No Change	No Change	No Change
14.	Hatchery Manager	2	9300-34800	4200	6	Group 'B'	Animal/Field/Farm/ Fish Farm Manager	No Change	No Change	No Change	No Change
15.	Livestock/Farm/Lab Assistant	24	5200-20200	1900	2	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	1800	1	No Change
16.	Carpenter	2	5200-20200	1900	2	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	1800	1	No Change
17.	Electrician	3	5200-20200	1900	2	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	1800	1	No Change
18.	Pump Operator	3	5200-20200	1900	2	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	1800	1	No Change

19.	Fisherman	10	5200-20200	1800	1	Group 'C'	Animal/Field/Farm/ Fish Farm Attendant	No Change	No Change	No Change	No Change
20.	Lab Equipment Maintenance Technician	1	9300-34800	4200	6	Group 'B'	Senior Technical Assistant	No Change	No Change	No Change	No Change
21.	Wet Lab Supervisor	2	9300-34800	4200	6	Group 'B'	Senior Technical Assistant	No Change	No Change	No Change	No Change
22.	Lab. Attendant	12	5200-20200	1900	2	Group 'C'	Lab Attendant	No Change	1800	1	No Change
23.	Physical Training Instructor (PTI)-cum- Hostel Care Taker	4	5200-20200	2400	4	Group 'C'	Physical Training Instructor (PTI)	No Change	No Change	No Change	No Change
24.	Driver	6	5200-20200	1900	2	Group 'C'	No Change	No Change	No Change	No Change	No Change
25.	Audio Visual Technician-cum- Photographer	1	5200-20200	2400	4	Group 'C'	No Change	No Change	No Change	No Change	No Change
26.	Compounder	1	5200-20200	1900	2	Group 'C'	Animal/Veterinary Compounder	No Change	No Change	No Change	No Change
27.	Medical Officer	1	15600-39100	5400	10	Group 'A'	No Change	No Change	No Change	No Change	No Change
28.	Library Assistant	1	9300-34800	4200	6	Group 'B'	Semi Professional Assistant	5200- 20200	2800	5	Group 'C'
29.	Plumber	2	5200-20200	2000	3	Group 'C'	Semi Professional Assistant	No Change	2800	5	No Change
30.	Medical Lab Attendant	3	5200-20200	2000	3	Group 'C'	Library Assistant	No Change	No Change	No Change	No Change
31.	Library Attendant	2	5200-20200	1800	1	Group 'C'	No Change	No Change	No Change	No Change	No Change
Total		184									







**Rationalization of non-teaching posts of College of Veterinary & Animal Sciences, Kishanganj sanctioned vide L.No.-
6 S.S.(11)01/2019-465/Animal and Fisheries Resources Department, Govt. of Bihar dated 09/2/2021**

SL. NO.	SANCTIONED POSTS						PROPOSED CHANGES IN THE SANCTIONED POSTS, NAME AND PAY LEVEL				
	Sanction Post	No	Pay Band	Grade Pay	Level	Classification	Rename, if any	Pay Band	Grade Pay	Level	Classification
1.	Multi Task Office Assistant	24	9300-34800	4200	6	Group 'B'	Assistant	No Change	No Change	No Change	No Change
2.	Cashier	1	5200-20200	2400	4	Group 'C'	Upper division clerk	No Change	No Change	No Change	No Change
3.	IT Technician	2	9300-34800	4200	6	Group 'B'	Senior Technical Assistant (Computer)	No Change	No Change	No Change	No Change
4.	Assistant Comptroller	1	15600-39100	5400	10	Group 'A'	No Change	No Change	No Change	No Change	No Change
5.	UDC (Cashier)	2	9300-34800	4600	7	Group 'B'	Section Officer Accounts	No Change	No Change	No Change	No Change
6.	PA to Dean	1	9300-34800	4200	6	Group 'B'	Personal Assistant	No Change	No Change	No Change	No Change
7.	Farm Manager (Fodder)	1	9300-34800	4200	6	Group 'B'	Animal/Field/Farm/Fish Farm Manager	No Change	No Change	No Change	No Change
8.	Farm Manager (Operation)	1	9300-34800	4200	6	Group 'B'	Animal/Field/Farm/Fish Farm Manager	No Change	No Change	No Change	No Change
9.	Farm Supervisor/Labour Supervisor	2	9300-34800	4200	6	Group 'B'	Animal/Field/Farm/Fish Farm Manager	No Change	No Change	No Change	No Change
10.	Plumber	1	5200-20200	1900	2	Group 'C'	Animal/Field/Farm/Fish Farm Attendant	No Change	1800	1	No Change
11.	Electrician	2	5200-20200	1900	2	Group 'C'	Animal/Field/Farm/Fish Farm Attendant	No Change	1800	1	No Change
12.	Livestock/Farm/Lab Assistant	34	5200-20200	1900	2	Group 'C'	Animal/Field/Farm/Fish Farm Attendant	No Change	1800	1	No Change
13.	Lab Equipment Maintenance Technician	1	9300-34800	4200	6	Group 'B'	Senior Technical Assistant	No Change	No Change	No Change	No Change
14.	Laboratory Technician	3	5200-20200	1900	2	Group 'C'	Lab Attendant	No Change	1800	1	No Change
15.	Physical Training Instructor (PTI)-cum-Hostel Care Taker	1	5200-20200	2400	4	Group 'C'	Physical Training Instructor (PTI)	No Change	No Change	No Change	No Change
16.	Audio Visual Technician-cum-Photographer	1	5200-20200	2400	4	Group 'C'	No Change	No Change	No Change	No Change	No Change
17.	Veterinary Compounder	4	5200-20200	1900	2	Group 'C'	Animal/Veterinary Compounder	No Change	No Change	No Change	No Change
18.	O.T Assistant	2	5200-20200	1900	2	Group 'C'	No Change	No Change	No Change	No Change	No Change
19.	X-Ray technician	2	5200-20200	1900	2	Group 'C'	No Change	No Change	No Change	No Change	No Change
Total		86									



