



Employment Notice No.: 12/2023

GENERAL INSTRUCTIONS & CONDITIONS
SANJAY GANDHI INSTITUTE OF DAIRY TECHNOLOGY, PATNA

- 1 The prescribed qualifications and experience are minimum and the mere fact that a candidate possesses the same will not be entitled for his/her selection.
- 2 Candidates are advised to check /visit the University website (<https://www.basu.org.in>) regularly for updates on the recruitment process.
- 3 **The University reserves the right to:-**
 - a) Withdraw any advertised post(s) at any time without giving any reason.
 - b) Fill or not to fill up some or all the posts advertised for any reason whatsoever
 - c) Increase/decrease the number of posts at the time of **selection** and make appointments accordingly.
 - d) Alter / insert any corrections/additions / corrigendum/addendum in the advertisement/website in the event of any error / or otherwise before the last date prescribed for the receipt of applications shall be published only on the website of the University.
 - e) After screening the applications, to reduce the number of candidates to be called for qualifying tests/ written tests/interviews will be done as per **O. O. No.- 27/Reg./Rect./BASU, Patna dated 05/05/2022.**
- 4 In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after the issue of the appointment letter, the University reserves the right to modify/withdraw/cancel any communication made to the candidates.
- 5 Canvassing in any form on the part of the candidate shall lead to his / her disqualification.
- 6 No interim queries regarding test/interview/selection will be entertained.
- 7 The service conditions shall be as per University rules. New pension scheme will be applicable with subsequent amendments to fresh regular recruited person.
- 8 In case of any disputes/suites or legal proceedings against the University, the Jurisdiction shall be restricted to the Courts in Patna.
- 9 The University shall verify the antecedents or documents submitted by a candidate at any time of selection procedure, at the time of appointment, or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has a clandestine antecedents/background and has suppressed the said information, then his services shall be liable to be terminated forthwith and other legal action will be taken.
- 10 The person appointed shall be governed by the Act, Statutes, Rules, and Regulations of the University as framed and amended from time to time.
- 11 Persons appointed may be transferred to any equivalent post within the jurisdiction of the University.
- 12 The Chairman of the Selection Committee shall have the power to lay down the procedure in respect of any matter not mentioned above. The Selection Committee may decide its own method of evaluating the performance of the candidates in the interview.
- 13 Experience and qualifications will be reckoned as the last date for submission of applications.
- 14
 - a) Candidates have to fill Score Card and mention respective page number of relevant document; otherwise application shall be treated as **INCOMPLETE AND REJECTED.**
 - b) Selection will be made on the basis of candidates' previous record (as per relevant Score Card) and their performance in the interview.
 - c) Applicants for the post of Professor, Associate Professor and Assistant Professor have to fill up their application form as per Score Card of the said post.
 - d) Every page of the application form and enclosures must be serially numbered and signed by the candidate at the bottom of the page.
 - e) The candidates will have to produce all the original certificates and documents at the time of interview for verification, failing which their candidature shall be liable to be rejected.
 - f) *As per Chapter-VII Note-6(iii), University Statute, a candidate must obtain at least 50% marks in the interview to be considered in the merit order for selection.*

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- 15 **SERVICE BOND:-** Selected candidates will have to submit a bond on a non-judicial stamp paper of Rs. 1000/- at the time of joining the service to serve the University for at least three years. No application for outside employment shall be forwarded during the bond period of three years.

16 **MAXIMUM AGE LIMIT:-**

Maximum age as per Resolution No. 294 dated 07.01.2016 issued by General Administration Department, Gov. of Bihar, Patna only for the post of Assistant Professor, Sanjay Gandhi Institute of Dairy Technology, Patna are as follows:-

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

17 **RESERVATION:-**

University adopts reservation policy as per Government of Bihar.

- i) Reservation shall be applicable to candidates belonging to original resident of Bihar except UR (F).
- ii) As per Circular No. 11/आ०नी०-1-11/2015 सा०प्रा० 2342 dated 15.02.2016 in case of unavailability of female candidate (UR-F, SC-F, ST-F, BC-F, EBC-F & EWS-F) post may be filled with male candidate of same category. Application of male candidates will not be considered if suitable female candidates are available.
- iii) As per (Bihar Extra ordinary Gazette, Bihar Act-2, 2019) The Bihar Reservation in vacancies in posts and in Services and in Admission in the Educational Institutes (For Economically Weaker Sections) ACT, 2019 Clause-11, if candidate from EWS are not available to the extent of reservation percentage prescribed under ACT the vacancies of this category shall be filled up by the candidates of Open Merit Category in the same transaction.
- iv) As per Circular No. 13062 dated 12.10.2017 GAD, Bihar **one (01) post of Associate Professor** will be applicable for **low vision impaired / blind handicap** (दिव्यांग, दृष्टिबाधित).
- v) As per Circular No. 13062 dated 12.10.2017 GAD, Bihar **one (01) post of Assistant Professor** will be applicable for **low vision impaired / blind handicap** (दिव्यांग, दृष्टिबाधित).
- vi) The claim for reservation by the candidate (including married woman) will be determined as per Letter No. 11/आ०-वि० 12/2022 सा० प्र० 15760 dated 02.09.2022 GAD, Bihar, according to domicile of their father.

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18 SUBMISSION OF APPLICATION FORM: -

- i) Application along with self-attested relevant / desired documents and fees should reach “**The Registrar, Bihar Animal Sciences University, P.O: Bihar Veterinary College, Patna – 800014**” by speed post / registered post. *The envelope should be superscripted “Employment Notice No.- , Application for the post of....., Name of the College*”
- ii) In-service candidates are required to submit the application, through proper channel within 15 days of last date of submission of the application form. However, they must submit advance copy with requisite fee within last date of submission.
An advance copy of the Application Form may be considered subject to production of NOC at the time of the interview, failing which their candidature is liable to be rejected.
- iii) Full text of research papers/publications need not be attached with the application, only the first page/ pages showing the necessary details of publication like- title, author (s), date/year/acceptance of publication, and name of journal/publication.
- iv) Candidates have to fill Score Card in the prescribed proforma and mention the respective page number of the relevant document is mandatory.
- v) Applications received after the last date and without complete information or without requisite fees will be summarily rejected. The University will not be responsible for any postal delay.
- vi) For each post candidates have to submit separate application form along with application fee.

19 APPLICATION FEES: -

- i) A non-refundable Application Fee to be paid by Bank Draft in favour of “**FINANCE CONTROLLER, BIHAR ANIMAL SCIENCES UNIVERSITY, PATNA**” Payable at Patna.
- ii) Application fees for UR/ BC / EBC Candidates: - Rs.1000/- and for SC / ST Candidates: Rs. 250/-

20 Last date of receipt of application :- ²⁴...../.....¹¹...../2023

Place: Patna
Date: ²⁵...../10...../2023

25.10.23
Registrar
BASU, Patna

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