



BIHAR ANIMAL SCIENCES UNIVERSITY, PATNA

Emp. Notice No. 05/2025

BASU/2025/Administrative Positions

Bihar Animal Sciences University (BASU) has been established with its headquarters at Patna through an act of Bihar State (BASU Act No. 15 of 2016, notified in the Bihar Gazette on 29 August 2016). The University comprises Bihar Veterinary College, Patna which is one of the oldest veterinary colleges in India along with Sanjay Gandhi Institute of Dairy Technology, Patna, College of Fisheries, Kishanganj and College of Veterinary & Animal Sciences, Kishanganj, apart from KVK and research stations in the State of Bihar. The primary focus of the university is to provide quality education, training, research and extension in different domains of Veterinary and Animal Sciences, Fisheries Sciences and Dairy Technology.

The University is looking for devoted candidates to work on the following posts at Bihar Animal Sciences University in Patna:

- A) Dean, Bihar Veterinary College, Patna
- B) Comptroller
- C) Deputy Comptroller
- D) Deputy Registrar

A) Dean, Bihar Veterinary College, Patna

No. of Post – 01

Category – UR

Essential Qualifications

- i) Doctorate in any branch of Veterinary Science or Animal Husbandry.
- ii) Ten years' experience of teaching and/or research of which five years should have been in a position of responsibility or University Professor or equivalent.

Desirable

- i) Evidence of leadership and outstanding achievements in teaching and organizing teaching.
- ii) Experience in managing Veterinary / Animal Husbandry institute preferably offering both undergraduate and Post graduate education.

B) Comptroller

No. of Post- 01

Category – UR

Essential Qualifications

- i) Master degree with at-least 55% marks or its equivalent grade 'B' in the UGC seven-point scale in any discipline from a recognized University/ Institute.
- ii) At least 15 years' experience as Assistant Professor or equivalent in the AGP of Rs. 7000/- and above or with eight years of service in the AGP of Rs. 8000/- and above including as Associate Professor or equivalent along with experience in Educational Administration.

Or,

Comparable experience in research establishment and/or other institutions of higher education along with experience in educational administration.

Or,

At least 15 years of administrative experience of which 8 years as Deputy Comptroller/ Deputy Registrar (AGP of 7600/-) or an equivalent post along with experience in educational finance administration.

Desirable:

- i) Well versed in the financial/ accounting system.
- ii) Experience in computer system finance/ accounts related software handling for information processing and retrieval.
- iii) Officers working in organized Accounts Services of Govt. of India (Preferably from Indian Audit & Accounts Service) with similar status will be given preference.

C) Deputy Comptroller

No. of Post- 01

Category – UR

Essential Qualifications

- i) Master Degree in Commerce/ MBA/ Economics / Agriculture Economics/ Finance Management with 55% marks or its equivalent grade.

Or,

Persons having qualification of Chartered Accountant/Cost and Works Accountants with Graduate Degree from recognized University/Deemed University could also be considered.

- ii) At least five years of experience as Assistant Comptroller in account administration from a recognized University/ Deemed University/ Research Establishment.

Desirable:

Good knowledge of Computer and Information Technology.

D) Deputy Registrar

No. of Post- 02

Category – UR & EBC

Essential Qualifications

- i) Master's Degree in any field / MBA from a recognized University/ Institution with at least 55% of the marks or its equivalent.
- ii) At least eight years of experience in educational administration in a recognized College/ Deemed University out of which five years of experience as an Assistant Professor or an equivalent post.

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.

Desirable:

Good knowledge of Computer and Information Technology.

Pay Scale of the posts

Designation		Scale of Pay
i.	Dean, BVC, Patna	Pay level 14 (Rs.1,44,200-2,18,200)
ii.	Comptroller	
iii.	Deputy Comptroller*	Pay level 13 (1,18,500-2,14,100)
iv.	Deputy Registrar*	

NOTE:-

- i) The prescribed essential qualifications and experience indicated are the bare minimum, and mere possession of the same will not entitle the applicants to be called for an interview. The University reserves the right to restrict the number of applicants to be called for the interview to 10, except in exceptional cases, on the basis of qualifications and experience higher than that of the minimum prescribed in the advertisement. Therefore, applicants should furnish details of all the qualifications and experiences possessed in the relevant field, over and above (if any) the minimum qualification prescribed along with documentary evidence.
- ii)
 - a. The tenure of the post of Dean, BVC, Patna will be 5 years or attaining 65 years of age, whichever is earlier. However, tenure can be curtailed subject to approval of Board of Management in view of gross misconduct/ dereliction of duty.
 - b. Pay and allowances after superannuation (retirement from parent institution) for the post of Dean, BVC, Patna and Comptroller, BASU, Patna will be governed in accordance with directive received from Chancellor's Secretariat, Bihar vide Memo No.-BSU(Statute)-16/2018-859/GS(I), Raj Bhawan, Bihar dated:- 27.05.2025.
- iii) Retirement age for the post of Comptroller, Deputy Comptroller and Deputy Registrar is 62 years.
- iv) The in-service persons from other Universities / Institutions / Organizations will be treated on deputation. However, no deputation allowance will be admissible.
- v) **On appointment for the post of Deputy Registrar and Deputy Comptroller, the service conditions shall be applicable as per university rules and the initial pay for the post of Deputy Registrar and Deputy Comptroller will be fixed at level-12 (Rs.78,800) and after completion of five year of the service, Deputy Registrar and Deputy Comptroller will be placed at level-13 (Rs.1,18,500).*
