

DIRECTORATE OF RESEARCH (AGRI.)
ASSAM AGRICULTURAL UNIVERSITY::JORHAT-785013

Advertisement No. DR(A)/5, 2019.

AAU is going to fill up the following vacant posts under respective Projects/Schemes presently functioning in different stations including Jorhat campus under Assam Agricultural University.

A: Vacant Coterminous posts under respective Schemes of AICRP.

Sl. No.	Name of the Post	No. of post	Qualification/ Experience	Pay Band & Grade Pay (Rs. PM/Per Year)
1.	Junior Administrative Assistant (Co-terminous)	03	<u>Educational Qualification:</u> Graduate in Arts/Commerce/ Science from a recognized University <u>Desirable Qualification:</u> 1. Post Graduate Diploma in Computer Application.	PB Rs. 14,000/- to 49,000/- Plus GP: Rs. 8,700/-
2.	Field Assistant-III (Co-terminous)	03	<u>Educational Qualification:</u> Graduate in Arts/Commerce/ Science from a recognized University <u>Desirable Qualification:</u> 1. Post Graduate Diploma in Computer Application. 2. Minimum 2 years' working experience as Supervisor in the any Agricultural Research experiment/Field	PB Rs. 14,000/- to 49,000/- Plus GP: Rs. 8,700/-
3.	Laboratory Attendant (Co-terminous)	02	<u>Educational Qualification:</u> Higher Secondary in Arts/Commerce/ Science stream(10+2) or its equivalent Examination pass.	PB Rs. 14,000/- to 49,000/- Plus GP: Rs. 5,600/-
4.	Meteorological Observer (Co-terminous)	02	<u>Educational Qualification:</u> Higher Secondary in Science stream (10+2) or its equivalent Examination pass.	Rs. 21,700/- (As per Table5: Pay Matrix(Civilian Employees) of Govt. of India.

B. Vacant Contractual Posts under project APART:

Sl. No	Name of the Post with number and place of posting	Minimum Educational Qualifications & Professional Experience	Remuneration
1.	MIS Operator- OPIU- 1 at Jorhat	<u>Educational Qualification:</u> The MIS Operator must possess at least a B. Sc. (IT)/B. Tech. (Computer Science)/Bachelor of Computer Application (BCA)/ three years Diploma in Computer Science or a closely related field; <u>Experience:</u> The MIS Operator should have at least 4 years professional experience (in case the Bachelors degree/diploma is of three years duration) or 3 years experience (in case the Bachelors degree/diploma is of 4 years duration) in the field of MIS in any public/ private sector organization	Rs.2.40 to Rs. 3.00 lakhs per year
2.	Office Assistant- OPIU- 1 at Jorhat	<u>Educational Qualification:</u> The OA should possess at least a Graduate (minimum three years duration) degree in any field from recognized University/institution <u>Experience:</u> The OA must have at least two years experience in office management/secretarial work in any public or private sector organization	Rs.2.40 to Rs. 3.00 lakhs per year

The vacant co-terminous posts mentioned at **Sl. 1-3** under 'A' had been sanctioned by the Funding Agency up to **31.03.2020**. The vacant co-terminous posts at **Sl. 4** had been sanctioned by the India Meteorological Department under the project **GKMS**. All these posts are purely temporary and co-terminous with the scheme/project. These posts may be discontinued even during continuation of the scheme/project due to any unforeseen reason. The contractual posts mentioned under 'B' at **Sl. 1 & 2** above have been sanctioned under the project **APART**. These posts will be continued as per requirement of the project only.

Intending eligible candidates may submit their applications in the prescribed Application Format with all relevant documents and non-refundable Application fee to the undersigned on or before **20/10/2019**. The applicants in service shall submit their Applications through proper channel.

The prescribed application form for the **co-terminous posts** mentioned under 'A', may be obtained from the office of the undersigned on working days up to **15/10/2019** on deposit of a crossed IPO of Rs. 20/- (Rupees Twenty only) duly pledged in favour of the Director of Research (Agri.), Assam Agricultural University, Jorhat-13 payable at AAU, Jorhat P.O being the cost of Application Form. The prescribed application form may also be downloaded from the AAU's website 'www.aau.ac.in'. In case of using the downloaded copy of application form, the candidate must deposit the aforesaid crossed IPO of Rs. 20/-(Rupees twenty only) drawn in favour of the Director of Research(Agri.), AAU, Jorhat-13, along with the Application.

The prescribed Application format for the **contractual posts** mentioned under 'B' may be downloaded from the AAU's website 'www.aau.ac.in'. In case of using the downloaded copy of Application of Format for the **contractual posts**, the candidate need not deposit any IPO.

Terms and conditions:

1. The candidate must be citizen of India.
2. Applicant must mention the name of the post applied for on the top of the envelope submitting application.
3. The upper age limit is relaxable as per Govt. of Assam's rules. In case of the candidates working in AAU, the maximum age limit will be relaxed as per AAU's norms.
4. 2(two) copies of self attested passport size photographs must be enclosed with the Application.
5. Non-refundable Application fee of **Rs. 300.00 (Rs.150.00 in case of SC/ST/PHD) candidates only** in the shape of A/C payee Bank Draft of a Nationalized Bank drawn in favour of the '**Director of Research(Agri.), Assam Agricultural University, Jorhat-13**', payable at Jorhat must be enclosed with the Application for the **co-terminous posts only mentioned under 'A'**.
6. In case of the candidate of using the downloaded copy of Application Form, an IPO of Rs. 20/-(as mentioned above) must be enclosed with the Application for the **co-terminous posts only mentioned under 'A'**.
7. The candidates for the **contractual posts under APART** need not deposit Application fee and also IPO for using the downloaded copy of Application.
8. One self-addressed envelope affixing postal stamp of Rs. 6.00(Rupees six only) must be enclosed with the application.
9. The last date of receipt of Application by the Office of the undersigned is **20/10/2019**. No application will be entertained after the last fixed date.
10. The Applicants must submit self attested copies of testimonials in support of Qualification, character/conduct, experience etc.
11. Canvassing directly or indirectly will be treated as disqualification of candidates.

Enclo: 1. Application Format for co-terminous posts.
2. Application Format for contractual post under APART.

Sd/- Ashok Bhattacharyya
Director of Research (Agri)
Assam Agricultural University
Jorhat-13

ASSAM AGRICULTURAL UNIVERSITY :: JORHAT – 785 013.**APPLICATION FORM FOR THE CO-TERMINOUS POST OF****Advertisement No. DR(A)/5, 2019.**Last date of submission of application: **20.10.2019.****Name of Post applied for**Please affix
your latest
passport size
self attested
photograph

Application Fee	Rs.	DD No..... of.....
Cost of Application Form (in case of downloaded Application Form only)	IPO of Rs. No. date.....of P.O.	

1.	Name in full (in Block letters)	:	
2.	Sex (Male/ Female)	:	
3.	Father's Name	:	
4.	Date of birth (Day-month-year)	:	
5.	Age as on 01.01.2019 (Enclose age proof certificate: Enclosure no.)	:	
6.	Permanent Address (Attach PRC: Enclosure no.)	:	
7.	Full postal address for communication with pin code		
8.	Contact details :	Mobile No.	
		Tel. No. (with area code)	
		E-Mail ID	
9.	Are you a citizen of India? If so, is it by birth/ domicile?	:	
10.	Do you belong to SC/ST/OBC/PH category (If yes, enclose certificate: (Enclosure no.)	:	
11.	Have you ever been employed by AAU/ICAR/ Govt. or other organization? If so, in what position and for how long. (Enclose employers' certificate: (Enclosure no.)		
12.	Have you ever been convicted by a court of law for any offence? If so, details thereof		

13.	Have you ever been punished or debarred from service of AAU/ICAR/ Govt. or other organization? If so, ' details thereof.	
14.	Whether any disciplinary case pending against you? If any major/ minor penalty has been imposed on you.	

15. Academic qualification, beginning with 10th standard Examination (*Please attach attested copies of Pass Certificates and Mark-sheets/ Grade Cards*):

Sl. No.	Examination Passed	Year of passing	% of marks with Division/ Class or CGPA	School/ College	Board/ University	Subjects taken

16. Which languages do you know? :

Language	Proficiency attained*	Examination passed, if any

* State whether you can speak, read or write.

17. Present occupation with designation, if any

18. Previous appointment/work experience, if any

Sl. No	Post held	Employer/ Organization	Last pay drawn with pay scale	Period with date	Nature of duties in brief

19. Attach two testimonials from persons not related to you who know about your work and conduct (one should preferably be from the present or last employer, as the case may be).

i)

ii)

20. Details of enclosures:

Enclosure No.	Details

I hereby declare that the information given by me in this application is correct to the best of my knowledge and belief. In case of any false statement, I shall be liable to such action as the Authority may deem fit.

Date :

Signature of Applicant

Place : _____

Note

- I. Application form in prescribed format is to be submitted to the ***O/o the Director of Research (Agri), AAU, Jorhat*** on or before **20.10.2019**.
- II. Non-refundable Application fee of **Rs.300.00 (Rs.150.00** in case of SC/ST/PHD candidates only) in the shape of A/C Payee Bank Draft of a Nationalized Bank drawn in favour of '**The Director of Research (Agri), Assam Agricultural University, Jorhat-13**', payable at Jorhat must be enclosed with the Application for the Co-terminous posts only.
- III. Reservation shall be as per Government of Assam Rules.
- IV. In service candidates must send their application through proper channel.
- V. Applications received late and found incomplete will not be considered.
- VI. A self addressed stamped (worth Rs.6/- envelope size 23 cm x 10 cm) should be sent along with the application form.

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Please affix
your latest
passport size
self attested
photograph

Application Fee	Rs.	DD No..... of.....
Cost of Application Form (in case of downloaded Application Form only)	IPO of Rs. No. date.....of P.O.	

1.	Name in full (in Block letters)	:	
2.	Sex (Male/ Female)	:	
3.	Father's Name	:	
4.	Date of birth (Day-month-year)	:	
5.	Age as on 01.01.2019 (Enclose age proof certificate: Enclosure no.)	:	
6.	Permanent Address (Attach PRC: Enclosure no.)	:	
7.	Full postal address for communication with pin code		
8.	Contact details :	Mobile No.	
		Tel. No. (with area code)	
		E-Mail ID	
9.	Are you a citizen of India? If so, is it by birth/ domicile?	:	
10.	Do you belong to SC/ST/OBC/PH category (If yes, enclose certificate: (Enclosure no.)	:	
11.	Have you ever been employed by AAU/ICAR/ Govt. or other organization? If so, in what position and for how long. (Enclose employers' certificate: (Enclosure no.)		
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16. Which languages do you know? :

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* State whether you can speak, read or write.

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