

OFFICE OF THE REGISTRAR: ASSAM AGRICULTURAL UNIVERSITY, JORHAT-13

No. AAU/RG-1.5.14/ 2019/

7594-98

Dated:

04.09.2019

Advertisement No. 03/2019(Non Teaching)

Applications from intending eligible candidates in prescribed Application Format appended herewith are invited on or before **03.10.2019** for filling up 1(one) no. of post of Library Assistant and 1(one)no. of post of Laboratory Assistant-III under Assam Agricultural University.

Sl. No	Name of the vacant post	Scale of Pay	Qualification/Experience
1.	Library Assistant/ Jr. Technical Assistant	22000-87000 + Grade Pay Rs. 9100/-	The candidate shall be graduate in any discipline from a recognized university. Preference will be given to the candidates having Bachelor Degree in Library Science from Govt. recognized university.
3.	Laboratory Assistant- III (for the College of Veterinary Science, AAU, Khanapara, Guwahati,)	14000- 4900/- + Grade Pay Rs. 8700/-	The candidate shall be graduate in Science from a recognized university.

The detailed terms and condition are mentioned below:

1. Candidate must be an Indian Citizen as defined in Article 5 to 8 of the Constitution of India.
2. Candidates already in Govt. service should apply through proper channel.
3. Age as on **01.01.2019**, the **minimum age of the candidate shall be 18 years and maximum age limit shall be 44 years**. Age relaxation to SC/ST/OBC and PH candidates will be given as per government rules.
4. The selection and appointment process shall be governed as per AAU Rules .
5. Application must be accompanied by the following:
 - (a) Self attested copies of all certificates/mark sheets in support of educational qualification, age, caste, Permanent Residence etc.
 - (b) Two copies of self attested recent passport size photographs.
 - (c) Attested copy of Employment Registration Card, if any
 - (d) Self addressed envelope (size 23 cm X 10 cm) affixing postal stamp of Rs.6.00 (Rupees six) only.
 - (e) Physically disabled candidate will produce certificate issued by competent authority.
 - (f) Certificates of good character and conduct from two responsible persons known to the candidate (but not related to candidate) and indicating the name and address of the referees at the para 19 of the application form.
6. **The applications for the post of Library Assistant shall be submitted to the Chief Librarian, Rev. B.M. Pugh Library, Assam Agricultural University, Jorhat-785013.**
7. **The applications for the post of Laboratory Assistant-III shall be submitted to the Dean, College of Veterinary Science, AAU, Khanapara, Guwahati-22.**
8. The application without proper supporting documents shall summarily be rejected.
9. Reservation shall be as per Government of Assam Rule.
10. There will be written test for each category of posts
11. No TA/DA will be admissible for attending in the written test.
12. Canvassing directly or indirectly, influence in any form will be treated as disqualification of candidate.
13. The last date of receipt of completed application forms is **03.10.2019** (during office hours). No application will be entertained after the last date fixed.
14. Mere possessing the requisite qualifications will not make a candidate eligible for the written test as the case may be. The final decision to call for the written /selection test shall rest with the University authority.

Sd/ A.K. Saikia, ACS,
Registrar
Assam Agril. University,
Jorhat - 785 013.

Memo No. AAU/RG-1.5.14/ 2019/


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Copy forwarded for information and necessary action to :

1. Secretary to the Vice Chancellor, AAU, Jorhat.
2. The Chief Librarian, Rev. B.M. Pugh Library, AAU, Jorhat.
3. The Dean, College of Veterinary Science, AAU, Khanapara, Guwahati.
4. Dr. A. Saikia, Professor & Web Master, Department of Horticulture, AAU, Jorhat with a request to publish the Advertisement in AAU website.
5. The System Administrator, ARIS Cell, AAU, Jorhat.


Registrar
Assam Agril. University,
Jorhat - 785 013.

ASSAM AGRICULTURAL UNIVERSITY :: JORHAT – 785 013.
Advertisement No. 03/2019(Non-Teaching)

APPLICATION FORM FOR THE POST OF _____.

Please affix 2 copies
your latest passport size
self attested
photographs

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 01.08.2019 (Enclose age proof certificate: Enclosure No. _____)	:	
6.	Permanent Address (Enclose PRC: Enclosure No. _____)	:	
7.	Full postal address for communication with pin code	:	
8.	Contact details:	Mobile No.	
		Tel. No. (with area code)	
		Fax No.	
		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 enclose attested copies of Pass Certificate and Mark sheets/Grade Cards):

Sl. No.	Examination Passed	Year of passing	% of marks with Division/ Class or CGPA	School/ College	Board/ University	Subject 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. (i) 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

(ii) Do you want your pay to be protected in the event of selection, if applicable?

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: