



CENTRAL UNIVERSITY OF KASHMIR

Transit Campus: Sonwar, Near GB Pant Hospital, Srinagar – 190 004 (J&K)

Phone: 0194-2468354, 2468357, Website www.cukashmir.ac.in

EMPLOYMENT NOTIFICATION FOR THE POST OF FINANCE OFFICER

No: 11 of 2015 Dated: 08.05.2015

Applications on the prescribed form are invited from the eligible candidates for appointment to the post of Finance Officer to reach the University by **08.06.2015**. Candidates who have already applied for the post in reference to the University notification No. 06 of 2015 dated 11.03.2015 need not apply. However, they may update their credentials in writing without payment of any fee.

DETAILS OF PAY, QUALIFICATIONS AND OTHER REQUIREMENTS

Finance Officer (PB Rs.37400-67000: GP Rs.10, 000) (Tenure Post- Five Years)

Minimum Qualifications:

1. Master's Degree with at least 55% of the marks or its equivalent grade of B in the UGC seven-point scale.
2. At least 15 years of experience as Assistant Professor in the AGP of Rs.7,000 and above or with at least 8 years of service in the AGP of Rs.8,000 and above including as Associate Professor along with experience in educational administration

OR

At least 15 years of experience as Lecturer (Sr. Scale) / Lecturer with 8 years in Reader's grade along with experience in Higher Educational Administration

OR

Comparable experience in research establishment and / or other institutions of higher education

OR

15 years of administrative experience of which 8 years shall be as Deputy Registrar or an equivalent post.

Officers working in Audit & Accounts Service of the Central or the State Government with above mentioned relevant qualifications and interested in being considered on deputation basis can also apply

Preferable:

Age: Not more than 56 years.

Age of superannuation: 62 years

OTHER CONDITIONS:

1. Relaxation of 5% marks (from 55% to 50%) will be provided at the Master's level in the case of SC/ST/ PwD (Persons with Disability) candidates and to those Ph.D. degree holders, who have passed their Master's Degree prior to 19th September, 1991.
2. The university reserves its right to limit the number of candidates to be called for interview. Short listing of the applicants, if necessary, shall be made on the basis of higher qualification, experience and/or age.
3. Requirement of experience wherever mentioned in this advertisement shall mean post-qualification experience only.

4. The selected candidate shall be appointed under a written contract.
5. The recruitment to the advertised post shall be carried out in accordance with the prevalent UGC/University/GOI norms.

GENERAL INSTRUCTIONS:

1. Before applying for the post, candidates are advised to satisfy themselves about their eligibility. No enquiry in this regard will be entertained.
2. No TA shall be paid to the candidates for attending the interview. However, the SC/ST candidates will be paid second-class railway/bus fare by shortest route on production of tickets.
3. In-service candidates shall route their applications through proper channel. However, candidates are advised to submit an advance copy of the application form well before the last date. They will however, be considered for interview only after their applications through proper channel are received by the University.
4. Applications not accompanied by necessary supporting documents, attested copies of degree certificates/ marks sheets/experience certificate/category certificate (if applicable) issued by the competent authority shall be rejected summarily.
5. If the space provided in application form is insufficient, information may be given on a separate sheet duly signed by the candidate and the same may be attached with the application.
6. The eligibility of candidates will be determined as on the last date fixed for receipt of application forms.
7. In case the last date fixed for receipt of applications is a holiday or off-day, next working day shall be deemed to be the last date for receiving the forms.
8. The University will not be responsible for any postal delay.
9. Any change of address given in the application form should at once be communicated to the University.
10. Candidates in their own interest are advised to remain in touch with the University website www.cukashmir.ac.in They should also regularly check their email account for updates. Issuance of notifications in the newspapers is not obligatory on the part of the University.
11. The University shall verify the antecedents or documents submitted at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted are fake or the candidate has a clandestine antecedents/background and has suppressed the said information, his/her services shall be terminated forthwith.
12. The prescribed qualifications and experience are minimum and mere possession of the same shall not entitle a candidate for being called for interview.
13. In case of any dispute, any suite or legal proceedings against the University, the jurisdiction shall be restricted to the Courts at Srinagar, J&K.

HOW TO APPLY?

The detailed eligibility conditions and prescribed application form are available on the University website (www.cukashmir.ac.in). The prescribed application form can be had from the Transit Campus of the University at Sonwar, Near GB Pant Hospital, Srinagar 190 004, J&K. The application form along with all required documents and DD of Rs 300 (Rs 150 in case of SC, ST & PwD) should be submitted/sent to the Registrar, Central University of Kashmir, Sonwar, Near GB Pant Hospital, Srinagar 190 004, J&K. The DD should be drawn on any nationalised bank favouring **Central University of Kashmir**, payable at **Srinagar, J&K**. Applications received after the last date (**08.06.2015**) will be summarily rejected and no further correspondence shall be entertained in this regard.

Sd/-
REGISTRAR

Dated: 08.05.2015

Copy forwarded for information to the:

1. Secretary, Ministry of Human Resource Development, Department of Higher Education, Govt. of India, Shastri Bhawan, New Delhi
2. Secretary U.G.C, Bahadurshah Zafar Marg, New Delhi – 110002.
3. Secretary General, Association of Indian Universities, AIU House, 16, Comrade Indrajit Gupta Marg New Delhi-110002
4. Joint Secretary (CU), U.G.C, New Delhi – 110002
5. Principal Secretary Higher Education, Department, Govt. of J&K, Civil Secretariat, Jammu.
6. Registrars of all Indian Universities for publicity.
7. Director Information, Govt. of Jammu and Kashmir, Polo View, Srinagar.
8. Daily local & national newspapers.