

# BERHAMPUR UNIVERSITY

BHANJA BIHAR  
BERHAMPUR – 760 007, GANJAM (ORISSA)

GENERAL INSTRUCTIONS AND DETAILS OF QUALIFICATIONS, EXPERIENCE, SCALE OF PAY, ETC.  
PERTAINING TO ADVERTISEMENT

No. 8428 /Admn-I (TE)

Date: 26.08.2010

## I. Details of Vacancies

POST	DEPARTMENT/ DISCIPLINE	CATEGORY & NO. OF VACANCIES
PROFESSOR	History	UR – 1
	Political Science	UR – 1
READER	Chemistry	ST – 1
LECTURER	Botany	ST – 1; SEBC – 1
	Business Administration	ST (PH) – 1; SEBC – 1
	Chemistry	ST – 1; SEBC – 1
	Commerce	ST – 1
	Computer Science	ST – 1; UR – 1; SEBC – 1
	Economics	ST – 1
	Electronic Science	ST – 1
	English	ST – 1; UR – 1; SEBC – 1
	History	ST – 1
	IR & PM	ST – 1; SEBC – 1
	J & MC	ST – 1
	Law	ST – 1
	Marine Sciences (Marine Biology)	ST – 1
	Mathematics	ST – 1; UR – 1; SEBC – 1
	Oriya	ST – 1; UR – 1 (Lien vacancy, likely to be regularized)
	Political Science	ST – 1
	Physics	ST – 1; SC – 1
	Zoology	ST – 1; SEBC – 1; SC – 1
	Pharmacy*	
	i) Pharma Analysis and Quality Assurance	ST – 1 ; SEBC – 1
ii) Pharmaceutics	SC – 1; UR – 1	
Placement Officer (Business Administration) [Equivalent to the Grade of Reader]	UR – 1	
Students Welfare Officer	UR – 1	
Micro Analyst	UR – 1	
Assistant Librarian	ST – 1	
<b>Lingaraj Law College, Berhampur</b>		
Reader-cum-Principal	UR – 1	
Lecturer	ST – 1	

NB: All the teaching posts involve conducting/guiding/directing research in addition to teaching.

\* Appointment of Lecturers under Pharmacy shall be on consolidated basis @ Rs. 15,000/- per month and on contractual basis.

## II. Qualification & Experience:

### PROFESSOR

1. An eminent scholar with published work of high quality, actively engaged in research, with 10 years of experience in post-graduate teaching, and / or experience in research at the University / National Level Institutions, including experience of guiding research at doctoral level.

OR

An outstanding scholar with established reputation who has made significant contribution to knowledge.

2. The candidate should have a minimum of three publications, out of which one must be a book or research report.

#### READER-CUM-PRINCIPAL

1. A Master's Degree with at least 55% of the marks or its equivalent grade of B in the 7 point scale with letter grades O, A, B, C, D, E & F.
2. Ph.D. or equivalent qualification.
3. Total experience of 10 years of teaching/Research in Universities/Colleges and other institutions of higher education.
4. The candidate should have a minimum of three publications.

#### READER

1. Good academic record with a doctoral degree or equivalent published work. In addition to these, candidates who join from outside the University system, shall also possess at least 55% of the marks or an equivalent grade of B in the 7 point scale with letter grades O, A, B, C, D, E & F at the Masters' degree level.
2. Five years of experience of teaching and/or research excluding the period spent for obtaining the research degrees and has made some mark in the areas of scholarship as evidenced by quality of publications, contribution to educational innovation, design of new courses and curricula.
3. The candidate should have a minimum of three publications.

#### LECTURER

(Botany, Chemistry, Commerce, Computer Science, Economics, Electronic Science, English, History, IR & PM, Law, Marine Sciences (Marine Biology), Mathematics, Oriya, Political Science, Physics & Zoology)

1. Good Academic record with at least 55% of marks or, an equivalent grade of B in the 7 point scale with letter grades of O, A, B, C, D, E and F at the Masters' degree level, in the relevant subject from an Indian University, or an equivalent degree from a foreign university.

Besides fulfilling the above qualifications, candidates should have cleared the eligibility test (NET) for Lecturers conducted by the UGC, CSIR or similar test accredited by the UGC.

NET shall remain the compulsory requirement for appointment as Lecturer for those with post-graduate degree. However, the candidates having Ph.D. degree in the concerned subject are exempted from NET.

Lecturer: (Journalism & Mass Communication)

Good academic record with at least 55% of marks (or an equivalent grade) at Masters' degree level or an equivalent qualification from an Indian or foreign University/recognized Institution in Communication/Mass Communication/Journalism. Candidates, besides fulfilling the above qualification, should have cleared the eligibility test conducted by the UGC or similar test accredited by the UGC.

NET shall remain the compulsory requirement for appointment as Lecturer for those with post-graduate degree. However, the candidates having Ph.D. degree in the concerned subject are exempted from NET.

Desirable: (1) Ph.D. Degree in Communication/Mass Communication/Journalism from an Indian University or an equivalent degree from a foreign University.

(2) Two years full time teaching/research/experience in any area of Mass Communication (News paper accredited with ABC, National News Agencies, radio or television, Film Media, Reputed Advertising Agencies, Public Relations Officers of the Government, Public Sector Undertaking & Established Industrial or Commercial Houses).

Lecturer: (Business Administration)

1. First Class Master's Degree in Business Management/Administration/other relevant Management related discipline.
2. Candidates besides fulfilling the above qualification should have cleared the eligibility test for Lecturers conducted by the UGC/CSIR or similar test accredited by the UGC.
3. NET shall remain the compulsory requirement for appointment as Lecturer for those with post-graduate degree. However, the candidates having Ph.D. degree in the concerned/relevant Management related subject are exempted from NET.

Placement Officer (Business Administration)

1. Good academic record with doctoral degree or an equivalent published work in (i) research or (ii) innovation in teaching or (iii) production of teaching materials.
2. About five years experience of teaching and/or research provided that at least three of these years should have been as a Lecturer or in an equivalent position. This condition may be relaxed in the case of candidates with outstanding records of teaching/research.
3. Additional requirement: The candidate must have good communication skills (both written and oral) and must have an aptitude for counseling the students for career development. Should be able to interact effectively with potential employees of MBA degree holders.

Lecturer in Pharmacy:

i. Essential:

Bachelors (B.Pharm.) and Masters (M.Pharm.) Degrees in Pharmacy with First Class or equivalent either in Bachelors or Masters Degree.

Note: Candidates must have passed B.Pharm. and M.Pharm. examinations from institutions approved by the Pharmacy Council of India.

ii. Desirable:

Teaching, research industrial and / or professional experience in a reputed organization.

Students Welfare Officer:

- A Post-Graduate Degree with at least 55% of marks or equivalent grade.
- Minimum 5 years experience in educational institution or comparable experience.

Micro Analyst:

- M.Sc. in Chemistry

Assistant Librarian:

- A Graduate Degree with 2<sup>nd</sup> Class.
- A Degree in Library Science.

III. Scale of Pay:

Designation	Scale of Pay
Professor	Rs. 37,400-Rs.67,000/- + AGP Rs. 10,000/-
Reader/Placement Officer	Rs. 15,600-Rs.39,100/- + AGP Rs. 8,000/-
Lecturer	Rs. 15,600-Rs.39,100/- + AGP Rs. 6,000/-
Students Welfare Officer	Rs. 9,300-Rs.34,800/- + GP Rs. 5,400/-
Micro Analyst	Rs. 9,300-Rs.34,800/- + GP Rs. 4,600/-
Assistant Librarian	Rs. 9,300-Rs.34,800/- + GP Rs. 4,600/-

#### IV. General Instructions:

- (a) Application forms and other details can be obtained from the office of the undersigned from 30.08.2010 to 08.10.2010 on payment of Rs. 1000/- (Rs. 750/- for SC/ST/Persons With Disability) in person or Rs. 1100/- (Rs. 850/- for SC/ST/Persons With Disability) by post in shape of Bank Draft in favour of Comptroller of Finance, Berhampur University, payable at SBI, Bhanja Bihar (Code: 2107). The prescribed application form can be downloaded from the Berhampur University Website [www.bamu.nic.in](http://www.bamu.nic.in). The candidates submitting the downloaded application must pay the prescribed application fee i.e. Rs. 1000/- (Rs. 750/- for SC/ST/Persons With Disability) in the form of Bank Draft in favour of Comptroller of Finance, Berhampur University, payable at SBI, Bhanja Bihar (Code: 2107) along with the filled-in applications, failing which their application shall not be considered. The application forms and other details can also be obtained from the office of the undersigned by depositing the required fee in the General Fund of the University in shape of Bank Challan (at SBI, Bhanja Bihar Branch only).
- (b) Reservation rules for SC/ST/SEBC and persons with disability (PWD) candidates as per Government Rules shall be applicable.
- (c) Applicants for the above posts should submit seven copies of the applications duly filled in along with copies of the academic certificates, mark lists and research publications and books (seven copies each) so as to reach the undersigned on or before 12.10.2010. Applications received beyond the last date will not be entertained under any circumstances.
- (d) Those claiming consideration against reserved posts should submit the caste certificate or other relevant certificates from the appropriate authority in the form prescribed under the relevant rules of Government along with the application.
- (e) In-service candidates are advised to request their employer or organization to send five years CC rolls (2005-06 onwards) to the Registrar, Berhampur University confidentially. In case the CCRs are not received by the University at least before three days of interview, the candidates shall lose the credit towards CCRs as provided in the University Statutes.
- (f) One set of application may be forwarded through proper channel/with NOC from the employer those who are already in service. Six other copies may be sent as Advance Copy. In case the application is not received through proper channel/with NOC by the time the University decides to issue Call Letters, the candidate shall not be called for interview.
- (g) Candidates should enclose separate certificates in support of the number of years of P.G., Degree, Honours and/or General teaching experience reflecting the period with date and also institutions.
- (h) Government servants will not be accepted on deputation or Foreign Service terms and conditions, if selected. Those who retain lien with their parent employer, leave salary and pension contribution shall be borne by the candidate in case they return to their parent service.
- (i) Selected candidates will be required to join within one month from the date of issue of the appointment order unless otherwise specified or permitted. However, under no circumstances extension of time for joining shall exceed 90 days from the date of issue of the appointment order.
- (j) No TA will be paid to the candidates for appearing at the interview. However, SC/ST candidates will be paid TA as per ORV (Orissa Reservation of Vacancies of Posts and Services) Rules.
- (k) Age limit for appointment in the above posts shall be the same as applicable to State Government servants. However, the upper age limit may be relaxed by the appointing authority in deserving cases.
- (l) A relaxation of five per cent shall be given from 55% to 50% of the marks at the Masters degree level for the SC/ST/persons with disability categories.
- (m) A relaxation of five per cent shall be given from 55% to 50% of the marks to the Ph.D. degree holders who have passed their Masters Degree prior to 19 September 1991.
- (n) 'B' in the 7-point scale with letter grade O, A, B, C, D, E & F shall be regarded as equivalent of 55% wherever the grading system is followed.

- (o) The posts will be governed by the New Restructured Defined Contribution Pension Scheme as introduced by the State Government in F.D.O.M. No. 30132/F dated 13.7.2006. However, persons selected for the posts mentioned above will be covered under the old pension regulations, if they are already covered under the old pension rules.
- (p) Persons coming from other institutions/organizations shall have to pay towards prorata pension, gratuity and unutilized leave contribution if the same are not paid by their previous employer.
- (q) The teachers and staff recruited must have to stay in the University Quarters on the campus.
- (r) Those who have already applied in response to our earlier Advertisement No. 699/Adm-I dated 22.1.2009 and Corrigendum No. 945/Adm-I dated 30.1.2009 have to apply afresh for the posts advertised vide Advertisement No. 8428/Admn-I (TE) dated 26.8.2010.
- (s) The University reserves the right to call only selected candidates as decided by it for interview. It also reserves the right to fill-up or not to fill-up the above advertised post(s).

REGISTRAR

Application No. ....



## BERHAMPUR UNIVERSITY

BHANJA BIHAR, BERHAMPUR – 760 007  
GANJAM (ORISSA)

APPLICATION FORM FOR THE POST OF \_\_\_\_\_

PHOTO

(The entries in this form should be made in English by the candidate in his/her best handwriting. If the space under the hearing below is inadequate, information may be given in a separate sheet and attached to the form. Application incomplete in any respect will not be entertained)

Demand Draft No. & Date: \_\_\_\_\_

Name of the Bank and Place: \_\_\_\_\_

Advertisement No. & Date: \_\_\_\_\_

1. Full Name of the Candidate  
(in Block Letters) \_\_\_\_\_

2. Father's Name: \_\_\_\_\_

3. a) Marital Status: \_\_\_\_\_

b) If married, whether he has more  
than one wife living: \_\_\_\_\_

5. In case of Married Woman,  
Name of Husband: \_\_\_\_\_

6. Permanent home address: \_\_\_\_\_

7. Present Address in full  
(with PIN Code): \_\_\_\_\_  
(Any change should be reported at  
once to the Registrar, Berhampur  
University, Bhanja Bihar,  
Berhampur – 760007).

8. Contact Telephone/Mobile No: \_\_\_\_\_

9. Date of Birth  
(as per HSC Certificate or  
equivalent) \_\_\_\_\_

10. Sex (Male/Female): \_\_\_\_\_

11. Nationality: \_\_\_\_\_

12. a) Candidate's Mother Tongue: \_\_\_\_\_

b) Other Languages Known: \_\_\_\_\_

P.T.O.

13. a) Whether Scheduled Caste/Scheduled Tribe/SEBC/PH (PWD) (If yes, certificate in support thereof from the competent authority should be enclosed):

YES/NO

Put a (✓) Mark

SC	ST	SEBC	PH (PWD)

- b) Whether person with disability (if yes, certificate from an Officer not below the rank of Civil Surgeon should be enclosed).

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14. Academic qualification:

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(Examinations passed from Matriculation/Higher Secondary onwards to Doctorate degree), etc. full and exact details must be given. A copy of the certificate and mark sheet of each examination attested by a Gazetted Officer should be attached to this application).

Examination or degree passed	Name of the Board/University	Subjects taken	% of marks obtained	Total marks/ Maximum marks	Year of Passing
High School/HSC					
Intermediate/ Higher Secondary Examination					
Bachelor Degree					
Post-Graduate					
M.Phil.					
Doctorate					
Others					

15. Whether employed in any Government or Non-Government Office/University/Corporation/Local Body, and if so, full particulars thereof (Administrative/Other experience, if any, providing the proof of experience from the authority)

Name of the Institution/Department/ Organization	Designation	Nature of the Post	Nature of assignment	Period (give date)		Remarks, if any
				From	To	

16. List of Research Publications  
(inclusive of Books, Research/Policy  
Papers) (Use separate sheet) \_\_\_\_\_
17. a) Name of the present employer  
and organization (if employed): \_\_\_\_\_
- b) Present employment details: \_\_\_\_\_
- i) Post held: \_\_\_\_\_
- ii) Date of appointment: \_\_\_\_\_
- iii) Whether permanent/  
Temporary or on probation: \_\_\_\_\_
- iv) Whether State/Central  
Government/PSU/Private/  
any other: \_\_\_\_\_
18. a) Have you ever been subjected to  
any disciplinary action, as a  
student and/ or as an employee? \_\_\_\_\_
- b) Have you ever been dismissed/  
suspended from service/  
employment, if so please specify: \_\_\_\_\_
- c) Do you have any police record?  
If yes, give details: \_\_\_\_\_
- d) Whether any court case pending  
against you? If yes, give full  
details: \_\_\_\_\_
19. If appointed, when can you join the  
post: \_\_\_\_\_
20. Any other information: \_\_\_\_\_
21. Furnish the list of documents enclosed to the application:
- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_
- 5) \_\_\_\_\_

#### DECLARATION

I solemnly declare that the entries made in this form are true to the best of my knowledge and belief.

Place:

Signature of the candidate

Date:

(in full)