

Online Application Only

Last Date for submission and receipt of Applications: 20.02.2015.

Application Fees of Rs. 200/- (50/- SC/ST) for Non-teaching under Group 'A', 'B' & 'C'

**(Advertisement No - 08/2014 - 2015)
(Non-teaching Positions & Trauma Centre)**

APPLICATIONS are invited from the *Indian Citizens* on the online form available at Recruitment and Assessment Cell portal of BHU for Non-teaching posts under Group 'A', 'B' & 'C' for the various Units/Sectors in the University as per the Pay Scales indicated below.

Group	Post Codes	Pay Band plus Grade pay	Group	Post Codes	Pay Band plus Grade pay
Group - A	1565, 1566	PB-4 37400-67000 + GP Rs.10000/-	Group-C	4376, 4378, 4382, 4385, 4388, 4392, 4395, 4398, 4403, 4401	PB-1 5200-20200 + GP Rs. 2800/-
	2773, 2774, 2775	PB-3 15600-39100 + GP Rs. 7600/-		4406, 4400, 4408	PB-1 5200-20200 + GP Rs. 2400/-
	3206, 3212, 3213, 3214	PB-3 15600-39100 + AGP Rs. 6000/-		4405	PB-1 5200-20200 + GP Rs. 2000/-
	3205, 3210, 3211, 3215, 3216	PB-3 15600-39100 + GP Rs.5400/-		4374, 4384, 4390, 4399,4409, 4410, 4411,	PB-1 5200-20200 + GP Rs. 1900/-
Group-B	3207, 3208, 3209, 4383	PB-2 9300-34800 + GP Rs. 4600/-	4375, 4380, 4381, 4386, 4389, 4391, 4393, 4394, , 4402	PB-1 5200-20200 + GP Rs. 1800/-	
	4377, 4379, 4387, 4396, 4397, 4404, 4407, 4412	PB-2 9300-34800 + GP Rs. 4200/-			

Department /Unit	Post Code	Name of the post	No. of posts			
			Gen	SC	ST	OBC
Centre of Experimental Medicine & Surgery, IMS	1565	Senior Scientist	1			
Bharat Kala Bhavan	1566	Director (for 05 years or up to the age of retirement whichever is earlier. Persons willing to come on deputation may also apply)	1			
Electric and Water Supply Services	2773	Executive Engineer	1			
Sir Sunderlal Hospital	2774	Dy. Medical Superintendent (MM)		1		
Centre of Experimental Medicine & Surgery, IMS	2775	Senior Research Officer	1			
	3205	Junior Research Officer		1		
Library Sector	3206	Assistant Librarian		1		
University Works Department	3207	Assistant Engineer (Electrical)	1			
Chief Proctor's Office	3208	Security Officer	2			1
Sir Sunderlal Hospital	3209	Assistant Engineer (Electrical)	1			
Bharat Kala Bhavan	3210	Dy. Keeper (Display)	1			
Department of Physics, Faculty of Science	3211	Maintenance Engineer	2			
University Sports Board	3212	Assistant Director of Physical Education (Wrestling)	1			
	3213	Assistant Director of Physical Education (Swimming)	1			
	3214	Assistant Director of Physical Education (Weight Lifting)				1
Computer Centre	3215	Programmer				1
	3216	Maintenance Engineer (Junior)	1			
Hydrogen Energy Centre, Dept. of Physics (Tenure of the Project initially up to 31.03.2017)	4374	Vehicle Driver	1			
Sir Sunderlal Hospital	4375	OPD Attendant	2		1	
Institute of Agricultural Sciences	4376	Technical Assistant	1			
Library Sector	4377	Professional Assistant	1			
	4378	Semi Professional Assistant	2			2
University Works Department	4379	Jr. Engineer (Civil)	2			
Faculty of Science	4380	Workshop Attendant	2			
Institute of Medical Science	4381	Laboratory Attendant	2	4	2	5
			(3- Reserved for Hard Hearing)			
Electric & Water Supply Services (EWSS)	4382	Senior Mechanic	2			
राज भाषा हिन्दी प्रकोष्ठ	4383	हिन्दी अनुवादक	1			
Administrative Sector	4384	Junior Clerk	50	13	8	25
			(2- OH, 3- HH)			
Dept. of Urology, IMS	4385	Instrumentation Technician	1			
Institute of Agricultural Sciences	4386	Laboratory Attendant		1		1
Faculty of Science	4387	STA (Glass Blowing)	1			

Department /Unit	Post Code	Name of the post	No. of posts			
			Gen	SC	ST	OBC
	4388	Technical Assistant	(1- Reserved for Hard Hearing)			
	4389	Laboratory Attendant		2		6
Sir Sunderlal Hospital	4390	Driver (Ambulance Services)		1		
Electric & Water Supply Services (EWSS)	4391	Workshop Attendant	33	8	3	3
			(4- Reserved for Hard Hearing)			
Chief Proctor's Office, (For Rajiv Gandhi South Campus, Barkachha, Mirzapur)	4392	Security Inspector		1		
Chief Proctor's Office, BHU	4393	Security Guard			2	
Mahila Mahavidyalaya	4394	Laboratory Attendant,				1
Dept. of AIHC & Archaeology, Faculty of Arts	4395	Publication Assistant (Puranic Section)	1			
	4396	Assistant Curator	1			1
Horticulture Unit	4397	Asstt. Horticulturist	1			
	4398	Horticulture Inspector	1			
Office of the Controller of Examinations	4399	Calligrapher-cum-Computer Assistant	1			
Dept. of Otorhinolaryngology (ENT), IMS	4400	Senior Lab Assistant (Stores)	1			
University Works Department	4401	Draughtsman	2			
Institute of Medical Sciences	4402	Workshop Attendant	2			
Center for Women's Studies & Development , Faculty of Social Sciences (this post is upto 31.03.2017)	4403	Research Assistant	2			
	4404	Professional Assistant	2			
	4405	Data Entry Operator	1			
Sanitary and Support Services	4406	Dy. Sanitary Inspector	1			
Dept. of Library & Information Science, Fac. of Arts	4407	Senior Technical Assistant	1			
Trauma Centre, Institute of Medical Sciences	4408	Radiographer	3			1
	4409	Generator Operator	1			
	4410	Workshop Assistant (Medical Gas)	2			
	4411	Medical Record Keeper	2			
	4412	Orthotist	2			

Note: In case of non-receipt of application of eligible candidates in the advertised category of disability, the post may be filled from the eligible candidate of other categories of disability. Hence, candidates belonging to all categories of disability may apply.

NOTE -Those applied against our earlier Advt. Nos. 04/2012-2013 and 2/2013-2014 shall apply afresh through online / update their bio-data as the case may be, but need not submit the demand draft. Their eligibility and other terms and conditions shall be considered on the last date of submission of application of the said advertisements.

Essential qualification for Non-teaching positions under Group 'A', 'B' & 'C'

For Post Code: 1565 (Senior Scientist): E.Q.: (1) MD/MS/MD/MS (Ayu.)/Ph.D. in Medical Sciences/M.Sc., Ph.D. in Biological Sciences. (2) Experience of guiding Doctoral Research work. (3) 10 years Research Experience after Ph.D. in the field of Tissue Culture/Biochemistry/Immunology/Microbiology/Phytochemistry/Experimental Medicine/Pharmacology. (4) Publications in the concerned field in National/International Journals.

D.Q. Research experience of recognized institute

For Post Code: 1566 (Director): E.Q.: High Second Class Post-Graduate Degree and Ph.D. in Indian History/Ancient Indian History & Culture/Archaeology/History of Art/Fine Arts/Museology/Anthropology or related subject. 10 years working experience in a Museum of repute with established reputation in Museology.

For Post Code: 2773 (Executive Engineer): E.Q.: (i) Degree or Diploma in Electrical/Mechanical Engineering with at least 50% (ii) 08 years experience as Assistant Engineer (10 years in case of Diploma Holders) in the relevant discipline.

D.Q.: Electrical/Mechanical : Operation, Maintenance, Repair and Installation of electric substations 33/11/6.6/400 KV System, overhead lines, indoor wiring. Water supply system, refrigeration and AC system. The person to be recruited should be capable of managing the services of township in the respective areas. The appointment can also be made on contractual basis.

For Post Code: 2774 (Dy. Medical Superintendent) (MM): E.Q.: MBBS recognized by MCI, MD/MS recognized by MCI in any clinical subject with 10 years administrative experience in a teaching hospital having minimum 500 beds.

D.Q.: Master in Hospital Administration/ Diploma in Administration.

Age limit: Less than 55 years at the time of advertisement.

For Post Code: 2775 (Senior Research Officer): E.Q.: (1) MD/MS/MD/MS (Ayu.)/Ph.D. in Medical Sciences/M.Sc., Ph.D. in Biological Sciences. (2) Experience of guiding Doctoral Research work. (3) 8 years Research Experience after Ph.D. in the field of Tissue Culture/Biochemistry/Immunology/Microbiology/Phytochemistry/Experimental Medicine/Pharmacology. (4) Publications in the concerned field in National/International Journals.

D.Q.: Research experience of recognized institute.

For Post Code: 3205 (Junior Research Officer): E.Q.: (1) MD/MS/MD/MS (Ayu.)/Ph.D. in Medical Sciences/M.Sc., Ph.D in Biological Sciences. (2) 5 years Research Experience after Ph.D in the field of Tissue Culture/Biochemistry/Immunology/Microbiology/Phytochemistry/Experimental Medicine/Pharmacology. (3) Publications in the concerned field in National/International Journals. **D.Q.:** Research experience of recognized institute

For Post Code: 3206 (Assistant Librarian): E.Q.: i. A Master's Degree in Library Science / Information Science / Documentation Science or an equivalent professional degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with knowledge of computerization of library. ii. Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC. iii. However, candidates, who are, or have been awarded Ph. D. degree in accordance with the "University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of University Assistant Librarian / College Librarian.

Note:-(1) Exemption of 5% from 55% to 50% of the marks, at the Masters Degree level will be allowed to the candidates belonging to SC/ST/Physically Handicapped (PH) categories. (2) Exemption from NET/SLET will be governed by the UGC guidelines received from time to time.

For Post Code: 3207 (Assistant Engineer-Electrical): E.Q.: (1) Degree or Diploma in Electrical Engineering. (2) At least 03 years experience for Degree holders and 08 years for Diploma holders in internal and external electrification of different kinds of buildings such as Lecture Halls, Laboratories, Hostels, Hospitals, and Auditorium etc. The candidate should also have experience of installation of Air-conditioning equipment's and Lifts. (3) Age Limit: 35 years- Relaxable for SC/ST/OBC candidates as per University rules and by number of years put in at BHU for the candidate serving at supervisory level.

For Post Code: 3208 (Security Officer): E.Q.: (i) Should be a graduate in Arts, Science or Commerce from a recognized University or a equivalent degree from an Army establishment, (ii) Certificate of good health, (iii) Age: Not more than 50 years (iv) Minimum of 07 years experience of security work of which at least 02 years experience should be in the pre-revised scale of Rs. 4500-125-7000 or above in a security system of a University/ Government establishment.

D.Q.: Participation in games and sports or NCC or Social Service Organisation.

For Post Code: 3209 (Assistant Engineer (Electrical)): E.Q.: (i) Degree or Diploma in Electrical Engineering. (ii) At Least 3 years experience for Degree holders and 8 years for Diploma holders in internal and external electrification of different kinds of buildings such as Lecture Halls, Laboratories, Hostels, Hospitals and Auditorium etc.

D.Q.: The candidate should also have experience of installation of Air-conditioning equipment and lifts

Age Limit- 35 years- Relaxable for SC/ST/OBC candidates as per University rules and by number of years put in as BHU for the Candidate serving at supervisory level.

For Post Code: 3210 (Dy. Keeper (Display): E.Q.: 1. M.A. Second Class in History/ Museology/ M.A. Architecture & Planning/History of Arts/Fine Arts/ AIHC & Archaeology or equivalent qualification. (2) Two years, P.G. Diploma OR M.A. in Museology or Archaeology subject. (3) Five years working experience in a curatorial position in a museum of standing or similar institute.

D.Q.: (1) Ph.D. in Museology or relevant subject (2) Standard Research Publication/Books in relevant subject. (3) Five years' experience in organizing exhibition in Museum or Bachelor in architecture.

For Post Code: 3211 (Maintenance Engineer): E.Q.: (1)M.Sc. in Physics with Spl. in Electronics or M.Sc. in Electronics or B.E./B.Tech. Electronics Engg./Electronics Instrumentation. (2) At least 3 years' experience of maintenance and repair of Electronic equipment in scientific organization of repute. **D.Q.:** Maintenance experience of Nuclear Accelerator and associated electronics instruments.

For Post Code: 3212, 3213, 3214 (Assistant Director of Physical Education): E.Q.: i. A Master's Degree in Physical Education or Master's Degree in Sports Science with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) with a consistently good academic record.

ii. Record of having represented the university / college at the inter-university / intercollegiate competitions or the State and/ or national championships.

iii. Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.

iv. Passed the physical fitness test conducted in accordance with these Regulations.

v. However, candidates, who are, or have been awarded Ph. D. degree in accordance with the "University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of University Assistant Director of Physical Education / College Director of Physical Education & Sports.

D.Q.: **For Post Code:-3212 :** Diploma in Coaching Wrestling from NSNIS or equivalent degree. **For Post Code:-3213 :** Diploma in Coaching Swimming from NSNIS or equivalent degree. **For Post Code:-3214 :** Diploma in Coaching Weight Lifting from NSNIS or equivalent degree.

For Post Code: 3215 (Programmer): E.Q.: B.E./B.Tech in Computer Science & Engg./Electronics Engg./M.Sc. Computer Science/MCA, with 05 years programming experience in C/C++/Java etc. OR Master Degree in Engg./Technology in Computer Science & Engg./Electronics Engg. with 03 years' experience in programming.

D.Q.: Proficiency of Programming in languages like C/C++/JAVA etc. databases: MySQL/ORACLE with PHP etc. Foundations and practices under WINDOWS/LINUX/UNIX platforms.

For Post Code: 3216 (Maintenance Engineer (Junior)): E.Q.: B.E./B.Tech in Electronics & Communication Engg./Computer Science & Engg. with 05 years' experience of Computer Network administration and Computer hardware including Massive UPS systems and

Centralized Air-conditioning Plants/ Computer Systems Management and administration /Maintenance of a campus wide large computer network preferably with fibre optic backbone links.

D.Q.: Industrial background

For Post Code: 4374 (Vehicle Driver): E.Q.: (1) High School or equivalent, (2) Valid Driving License of Auto Vehicle and (3) Two years experience of Driving covered with valid Driving license.

D.Q.: 05 years experience with valid driving license, candidate having experience of driving hydrogen vehicle will be preferred.

For Post Code: 4375 (OPD Attendant): E.Q.: B.Sc. with 2 years experience/I.Sc. with 5 years experience in 100 bedded hospital/Government Health Sector/Government Hospital.

For Post Code: 4376 (Technical Assistant): E.Q.: M.Sc. OR B.Sc. with 4 years experience in the relevant area OR Diploma with 3 years experience in the relevant area.

For Post Code: 4377 (Professional Assistant): E.Q.: (1) M.A./ M. Com. /M.Sc. /M. Lib. with B. Lib. Sciences/One year Diploma in Library Science, , (2) Two years job experience in a University/College/Research Library.

D.Q.: (1) Knowledge of regional OR Foreign Language, (2)Familiarity with computerized application to Libraries.

For Post Code: 4378 (Semi Professional Assistant): E.Q.: Graduate with B. Lib. Sciences.

For Post Code: 4379 (Jr. Engineer (Civil)): E.Q.(1) Diploma in the relevant field from a recognized Institution or body with 3 years experience for construction and repair of buildings and furniture's, (2) Knowledge of Hindi.

For Post Code: 4380 4391, 4402 (Workshop Attendant): E.Q.: (1) High School from a recognized examining body, (2) One year Trade Certificate from a recognized institution.

For Post Code: 4381, 4386, 4389, 4394, (Laboratory Attendant): E.Q.: B. Sc. or I. Sc. with 3 years experience or ITI with 2 years experience in the relevant area.

For Post Code: 4382 (Senior Mechanic): E.Q.: (1) High School with science along with 3 years Diploma from polytechnic or equivalent from recognised institution, (2) At least 5 years experience in Trade in a recognised institution or public/private sector undertaking.

For Post Code: 4383 (हिन्दी अनुवादक): E.Q.: (i) किसी मान्यता प्राप्त विष्वविद्यालय से अंग्रेजी/हिन्दी विषय में स्नातकोत्तर की उपाधि और स्नातक स्तर पर अंग्रेजी/हिन्दी अनिवार्य/वैकल्पिक विषय के रूप में रही हो या परीक्षा का माध्यम रही हो। (ii) हिन्दी से अंग्रेजी और अंग्रेजी से हिन्दी में अनुवाद में मान्यताप्राप्त डिप्लोमा/ प्रमाणपत्र पाठ्यक्रम किया हो या केन्द्रीय/राज्य सरकार एवं स्वायत्त संस्थाओं के कार्यालयों में हिन्दी से अंग्रेजी और अंग्रेजी से हिन्दी में अनुवाद कार्य का 2 वर्ष का अनुभव हो।

D.Q.: संस्कृत अथवा किसी भारतीय भाषा का ज्ञान हो। आयु सीमा : 30 वर्ष से अधिक न हो। केन्द्र सरकार/राज्य सरकार/विष्वविद्यालयों एवं स्वायत्त संस्थाओं के कर्मचारियों के लिए आयु सीमा में पाँच वर्ष की छूट। अनुसूचित जाति/अनुसूचित जनजाति एवं पिछड़े वर्ग के अभ्यर्थियों के लिए भारत सरकार के नियमानुसार छूट।

For Post Code: 4384(Junior Clerk): E.Q.: Second Class Graduate with at least six months of training on the use of Computer for Office Automation, Book keeping and word processing from a certified Institution or Second Class Graduate with Diploma in Computer recognized by AICTE. Typing and Computer Test shall be conducted which shall also be counted in determining the final merit for selection.

For Post Code: 4385 (Instrumentation Technician): E.Q.: B.Sc.

D.Q.: Well trained in Lithotripsy, Urodynamics & Uroflowmetry, 02 years experience in Lithotripsy, Urodynamics, Uroflowmetry, Semenanalysis, Stone analysis & Routine Urinary Biochemistry in a Government Hospital (500 beds minimum) or a Private Super Speciality Hospital (Minimum 500 beds) .

For Post Code: 4387 (STA-Glass Blowing): E.Q.: (1) A Three year Diploma in Ceramic/Glass Technology from a Govt. approved Polytechnic after Intermediate Science (2) At least five years experience in Glass-blowing by way of working in a recognized Glass-blowing firm/shop or in an Institute or University

For Post Code: 4388 (Technical Assistant): E.Q.: M. Sc. or B.Sc. with four years experience in the relevant area or Diploma with three years experience in the relevant area

For Post Code: 4390 (Driver (Ambulance Services): E.Q.: (1) High School or its equivalent, (2) Valid Driving License of Auto Vehicle and (3) Two years experience of Driving covered with valid Driving license

D.Q.: (1) Experience of driving Jeep/Matador/ Bus/Truck, (2) Workable knowledge of motor mechanism

For Post Code: 4392 (Security Inspector): E.Q.: (1) Should have passed Class XII from a recognized School Board or an equivalent qualification from an Army Establishment. (2) Should be an Ex-Army/Para-Military Jawan with proper discharge certificate with Medical Category 'AYE' and Character "Very Good" or equivalent.

D.Q.: Participation in games and sports or NCC or Social Service Organization. Minimum one year experience of working in a security system of a University.

For Post Code: 4393 (Security Guard): E.Q.: (i) Should have passed Class X from a recognized School Board or an equivalent qualification from an Army Establishment, (ii) Should be an Ex-serviceman with proper discharge certificate with Medical Category 'AYE' and Character "Very Good" or equivalent.

D.Q.: Participation in games and sports or NCC or Social Service Organization. Minimum one year experience of working in a security system of a University.

For Post Code: 4395 (Publication Assistant (Puranic Section): E.Q.: (1) Acharya with at least 55% marks, (2) Studied Ancient Indian History and Culture at Shastri level.

D.Q.: (1) Knowledge of ancient texts and manuscript reading for publication.

For Post Code: 4396 (Assistant Curator): E.Q.: (i) P.G. in AIHC & Archeology/Museology with minimum 55% marks. (ii) Diploma in Archaeology/Museology from a Recognized Institution. (iii) Working knowledge of classification and cataloguing of antiquities.

D.Q.: (i) Recognized training of Archaeological field work. (ii) Knowledge of Sanskrit.

For Post Code: 4397 (Asstt. Horticulturist): E.Q.: (1) M. Sc. (Ag.) and 5 years regular and satisfactory services as Horticulture Inspector.

For Post Code: 4398 (Horticulture Inspector): E.Q.: (1) M. Sc. (Ag.), (2) At least 2 years experience in the area of work.

For Post Code: 4399 (Calligrapher-cum-Computer Assistant): E.Q.: (1) Intermediate (2) Minimum Six months course in (a) computer operation and/or Data Processing and (b) Commercial Art (3) Minimum 01 years experience of Computer Operation in an Organization of repute.

For Post Code: 4400 (Senior Lab Assistant (Stores)): E.Q.: (1) B.Sc (2) 05 years experience in managing stores (3) Proficiency in typing (4) Working knowledge of Computer;

D.Q.: 1)M.Sc (2) Knowledge of purchase procedures (3) Experience in maintaining office records and stock ledgers.

For Post Code: 4401 (Draughtsman): E.Q.: (i) Secondary School (Xth Std.) pass from recognized Board/University. (ii) Should possess 02 years Diploma Certificate in Draughtsman (Civil/Architecture) from a recognized Institution. **Experience Requirements:** 03 (three) years professional experience in the field.

D.Q.: Knowledge of Computer, preferable AUTOCAD.

For Post Code: 4403 (Research Assistant): E.Q.: Master's Degree in Humanities, Social Sciences, Science and Legal Studies with 55% marks.

D.Q.: (1) One year experience in Women's Studies (2) Good writing skill in English.

For Post Code: 4404 (Professional Assistant): E.Q.: (1) M.A./M.Com/M.Sc./M.Lib. With B.Lib Sc./ One year Diploma in Lib. Sci., (2) Two years job experience in a Univ./College/Research Library.

D.Q.: (1) Knowledge of English (2) Familiarity with Computerized Application to libraries.

For Post Code: 4405 (Data Entry Operator): E.Q.: (1) Atleast 50% marks at the 10+2 level with Science and Mathematics subject with training and experiences in relevant field or Graduate with Second Division and experience in relevant field.

D.Q.: At Least 02 years working experience.

For Post Code: 4406 (Dy. Sanitary Inspector): E.Q.: (1) Matriculation with Diploma or Certificate in Sanitation/Public Health (2) Experience of Public Health Work of Preventive and Social Medicine or Municipal organization for three years. **D.Q.:** I.Sc.

For Post Code: 4407 (Senior Technical Assistant): E.Q.: 1) Masters of Library and Information Science, (2) Diploma / Certificate in Computer Application from recognized institution.

D.Q.: Experience of Computer Handling.

For Post Code: 4408 (Radiographer): E.Q.: (i) Matriculation or Equivalent qualification from recognized Board (ii) Diploma (2 years Course) in Radiography with one year experience

For Post Code: 4409 (Generator Operator): E.Q.: High School with ITI in Electrical/ Mechanical / Generator.

D.Q.: Experience 2 years to run Generator Set in a reputed organization.

For Post Code: 4410 (Workshop Assistant (Medical Gas)): E.Q.: Diploma in Electrical /Mechanical/ Biotechnology/Biochemical Engineering.

For Post Code: 4411 (Medical Record Keeper): E.Q.: B.Sc. in Statistics/ Health Statistics/ Medical Statistics with a minimum of 50% marks

D.Q.: One year experience in Medical Record Keeping.

For Post Code: 4412 (Orthotist): E.Q.: (i) Degree/ Diploma (2 years followed by Internship of six months) in Prosthetics & orthotics from recognized Institutes.(ii) One year experience in the field of Orthotics and Prosthetics.(iii) Experience in making Orthotics and Prosthetics appliances in Leprosy.

For Post Code: 4408 to 4412: Ex-serviceman if available will be preferred.

AGE LIMIT: (For Group 'B' & 'C' Posts) : (1) 18-30 years for general category; 18-35 years for SC/ST; and 18-33 for OBC; (2) 18-35 years for widows/divorced and women judicially separated from their husbands and not remarried (40 years for SC/ST); (3) No age bar for permanent employees of BHU; (4) 18-40 years where the requirement is post graduate/graduate qualifications and experience in the area of Professional/Technical/Research and Library; (5) Period spent on working against any post in the project/scheme or on contract/daily wage basis in BHU including broken period of service rendered as indicated above may also be taken into account for the purpose of age relaxation for appointment in regular establishment provided that one stretch of such service is for more than six months. For others age relaxation will be admissible as per Government of India rules.

A non-refundable Application fee for the Non-teaching under Group 'A', 'B', & 'C' posts, must be paid through MICR Coded demand draft of Rs.200/- (Rs.50/- for SC/ST candidates) drawn in favour of the Registrar, Banaras Hindu University payable at S.B.I., BHU Branch (Code 0211), Varanasi.

General Instructions to the Candidates

1. Online mode of submission of applications shall be essential.
2. There is a separate online recruitment form for Group 'A' post and Group 'B' & 'C' posts.
3. Applicants shall first register on the Recruitment & Assessment Cell portal on the BHU website, after which, they can fill up the prescribed electronic application form online.
4. Separate applications shall be submitted for different positions.
5. Before starting to fill up the form, please ensure keeping ready a digital copy of passport size photograph in JPEG format not exceeding 50 kb in file size and digital copy of signature not exceed 50KB, for up-loading.
6. Filling all mandatory fields is required to make your application complete.
7. Incomplete applications will not be considered and will be REJECTED.
8. While filling the online application, if your browser closes unexpectedly or if you are logged out, please use the login information sent to your email to login again.
9. In case of any technical problems, please send an email to recruitment@bhu.ac.in
10. There are several Tabs in your application. After completing each tab, you should click on "Save and Proceed" button to saving the information and move to the next tab. Completing all tabs is necessary. After filling all tabs, the candidate can finally submit his application. **Please note that you cannot make any changes after that.**
11. On successful submission, the applicant will come across a link to download a PDF of the application, which he/she will have to print and send to BHU after signing it and having it forwarded by his employer, if any, with the requisite application fee, so as to reach BHU by the cutoff date/ last date.
12. Mere eligibility will not entitle any candidate for being called for interview. More stringent criteria including holding written test may be applied for short-listing the candidates to be called for interview. Applicants having higher qualification and merit or higher marks in the written test will be given preference.
13. The Ordinances governing the procedure to be followed by the Selection Committee may be seen on the portal of the Recruitment & Assessment Cell on the BHU website.
14. A Relaxation of 5% may be provided at the Graduate and Master's level for the SC/ST/Differently-abled (Physically and Visually differently abled) categories for the purpose of eligibility and for assessing good academic record. The relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures
15. The University shall verify the antecedents or documents submitted by a candidate at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has a clandestine antecedents/ background and has suppressed the said information, then his/her services shall be terminated.
16. *The University reserves the right to withdraw any advertised post(s)* at any time without giving any reason. Any consequential vacancies arising at the time of interview may also be filled up from the available candidates. The number of positions is thus open to change. The University may relax the qualification/ experience and age limit at its discretion at any stage in case of candidates with exceptional merit. The University may, at its discretion, fill up any future vacancy belonging to Gen./SC/ST/OBC as per roster point out of the available candidates.
17. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the University reserves right to modify/withdraw/cancel any communication made to the candidate.
18. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the University shall be final.
19. Applicants who are in employment should route their application through proper channel or should submit a "No Objection Certificate" from the employer prior to the interview, failing which they may not be considered further.
20. Candidates must send self-attested copies of certificates and mark-sheets from matriculation (10th Standard) onwards in support of their qualifications and reprints of publications and certificates in support of their API score claimed (for teaching positions) for the post alongwith the hard copy of the application form.
21. Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications laid down in the advertisement.
22. Canvassing in any form will be a disqualification.
23. No interim correspondence shall be entertained.
24. On the positions reserved for specially abled persons (OH, VI, HH), all the specially abled persons are requested to apply since if the designated category of specially abled person is not available, the post may be filled with other categories of specially abled candidates available to the extent of required number of their reserved posts.
25. The positions reserved for specially abled persons (OH, VI, HH) for which the particular post(s) has been reserved, the candidate of other categories of specially abled persons may also submit their application. In case of non-availability/suitability of the applicant of certain category of advertised post(s) may be filled up by the suitable applicant belongs to other categories of disabilities.
26. The applications shall be invited through online mode. The applicants should be required to submit their downloaded application form (hard copy) after filling it online, along with all the enclosures to the Office of the Recruitment & Assessment Cell, Holkar House, BHU by last date of submission of application, i.e. the hard copy of the application along with the enclosures must reach to the Recruitment & Assessment Cell by the last date of submission of applications.
27. Please visit our website: <http://www.bhu.ac.in> for application form, details of qualifications and other instructions in this regard.

Last Date for submission and receipt of Applications in the Office of the Recruitment & Assessment Cell, BHU is 20.02.2015.

Dated: 14.01.2015

REGISTRAR