



ओड़िशा केन्द्रीय विश्वविद्यालय, कोरापुट

(केन्द्रीय विश्वविद्यालय अधिनियम 2009 के तहत स्थापित)

Central University of Odisha, Koraput

(Established Under the Central Universities Act, 2009)

Employment Notification for Non-Teaching/Academic Positions

Advertisement No. 07/2023

Date: 20.12.2023

Applications in the prescribed format are invited from eligible Indian citizens for filling in various Non-Teaching/Academic Group 'A' positions on direct/deputation recruitment basis in the Central University of Odisha, Koraput.

Candidates are required to be familiar with rules, regulations and functioning of the University with basic knowledge of computer applications. Candidates possessing higher qualification and experience than, that is prescribed for the post may be preferred.

Candidates are required to submit their applications in online mode through the SAMARTH Portal on or before 19.01.2024 through the link: <https://cuont.samarth.edu.in>

For further details please logon to our website www.cuo.ac.in

Any addendum/corrigendum and further information shall be posted only on the University website.

Sd/-
REGISTRAR

**DETAILS OF POSTS, CATEGORY, PAY etc:
DIRECT RECRUITMENT**

Sl. No	Name of the post	Group	No. of posts/Category	Pay Level in the pay Matrix as per 7 th CPC	Pay Band & Grade Pay as per 6 th CPC
(1)	(2)	(3)	(4)	(5)	(6)
01	FINANCE OFFICER	A	01 (UR)	Level 14	PB:4:Rs.37400-67000 GP-10000
02	LIBRARIAN	A	01(UR)	Level 14	PB:4:Rs.37400-67000 AGP-10000
03	DEPUTY LIBRARIAN	A	01(UR)	Level 13 A	PB:4: Rs.37400-67000 AGP-9000/-
04	ASSISTANT LIBRARIAN	A	01 (UR)	Level 10	PB:3:Rs.15600-39100 AGP Rs.6000/-

DEPUTATION

05	INTERNAL AUDIT OFFICER	A	01	Level 12	PB:3:Rs.15600-39100 GP-7600
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Abbreviations: UR: Unreserved; OBC: Other Backward Classes; SC: Schedule Caste; ST: Schedule Tribe; EWS: Economically Weaker Section, PwBD: Persons with Benchmark Multiple Disabilities (as defined under OM Dt.15.01.2018 of the Ministry of Personnel & training, Govt. of India)

NB:

I. The reservation is not applicable for posts to be filled in by deputation. However, eligible candidates belonging to SC/ST category may be considered; if the number of posts is fairly substantial, suitable number from SC/ST category shall be subject to availability.

ELIGIBILITY CRITERIA:

1. FINANCE OFFICER

Essential qualification and experience:

- i) Master's degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed.
- ii) At least 15 years of experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with experience in 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.

Age: Preferably below 57 years.

2. LIBRARIAN

Essential qualifications and experience:

- i) A Master's Degree in Library Science/ Information Science/ Documentation Science with at least 55% marks or an equivalent grade in a point scale wherever the grading system is followed.
- ii) At least 10 years as a Librarian at any level in University Library or ten years of teaching as Assistant/ Associate Professor in Library Science or ten years' experience as a College Librarian.
- iii) Evidence of innovative Library services, including the integration of ICT in a library.
- iv) A Ph.D. Degree in library science/ documentation/ archives and manuscript-keeping.

Age: Preferably below 57 years.

3. DEPUTY LIBRARIAN

Essential qualification and experience:

- (i) Master's degree in Library Science/ Information Science/ documentation science, with at least 55% of the marks or an equivalent grade in a point scale wherever the grading system is followed.
- (ii) Eight years experience as an Assistant University Librarian/ College Librarian.
- (iii) Evidence of innovative library services including integration of ICT in library.
- (iv) A Ph.D. Degree in library science / Information science/ Documentation Science/ Archives and manuscript keeping/computerization of library

Age: Preferably below 50 years

4. ASSISTANT LIBRARIAN

Essential qualifications:

- i. A Master's degree in Library Science, Information Science or Documentation Science or an equivalent professional degree with at least 55% of marks (or an equivalent grade in a point scale wherever grading system is followed)
- ii. A consistently good academic record with knowledge of computerization of a library.
- iii. Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph.D. degree in accordance with the "University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree), Regulations 2009 or 2016 and their amendments from time to time as the case may be:

Provided that the, candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or

equivalent positions in Universities/Colleges / Institutions subject to the fulfillment of the following conditions:

- a) The Ph.D. degree of the candidate has been awarded in regular mode
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) Open Ph.D. viva voce of the candidate had been conducted;
- d) The candidate has published two research papers from his/her Ph.D. work out of which at least one must be in a refereed journal;
- e) The Candidate has presented at least two papers based on his/her Ph.D. work in conferences/ seminars sponsored/ funded/ supported by the UGC/ ICSSR/ CSIR or any other similar agency.

Note:

The fulfillment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the university concerned.

NET/SLET/SET shall also not be required for candidates in such Masters Programmes for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.

Age: Not more than 40 years.

5. INTERNAL AUDIT OFFICER (ON DEPUTATION ONLY)

Deputation: By drawing officers belonging to Audit and Accounts Services or other similar organized Accounts Services in Central / State Govt., holding analogous posts on regular basis.

OR

With three years regular service in Level 11 or equivalent in the area of Audit and Accounts in any Govt. Department/ Autonomous Bodies.

OR

With five years regular service in Level 10 or equivalent in the area of Audit and Accounts in any Govt. Department/ Autonomous Bodies.

Age: Not more than 56 years.

GENERAL TERMS & CONDITIONS

- i) It shall be the responsibility of the candidate to ascertain his/her own eligibility for the post for which he/she is applying in accordance with the prescribed qualifications, experience, etc., and submit his/her application duly filled-in, along with the desired information and documents as per the advertisement.
- ii) Suppression of factual information, supply of fake documents, providing false or misleading information or canvassing in any manner on the part of the candidates shall lead to his/her disqualification. In case, it is detected at any point of time in future, even after appointment, that the candidate was not eligible, his appointment shall be liable to termination forthwith.

- iii) The date of birth is acceptable only as mentioned in the SSC/ Matriculation certificate issued by the concerned educational board / university.
- iv) The date for determining the age of applicants shall be the closing date of applications.
- v) The relaxation in age and qualification shall be applicable to SC, ST, OBC and PwBD as per GoI rules and amendments issued from time to time.
- vi) Applicants belonging to SC/ST/OBC/PwBD categories shall submit respective category and/or medical certificate (pertaining to the determination of degrees of disability in case of PwBD candidates) from the competent authority in the format prescribed by the Government of India. Applicants under OBC category coming under creamy layer will not be entitled to the benefits of reservation and should apply as unreserved category.
- vii) Reservation for Economically Weaker Sections (EWS), shall be governed by DoPT guidelines issued from time to time.
- viii) Candidate who is already in Central / State Government / PSU/ Autonomous Institution services shall submit his/her application through proper channel along with vigilance clearance certificate from the competent authority. However, he/she may send an advance copy of his/her application, and in case his/her application is not forwarded due to whatever reasons, he/she, should produce a "No Objection Certificate along with the Vigilance Clearance Certificate" from the employer in a sealed cover at the time of written test /skill test/interview.
- ix) In case a candidate is applying on deputation basis, the deputation will be governed by the terms and conditions as mentioned in the DoPT OM No. 6/8/2009-Estt. (Pay. II) Dated 17th June, 2010 and amendments issued from time to time.
- x) Moreover, the application for appointment on deputation shall be forwarded by the employer along with the No Objection Certificate, Annual Performance Appraisal Reports (APARs)/ACR for the preceding five years and Vigilance Clearance Certificate, duly certified by the Competent Authority.
- xi) Certificates in support of experience should be in proper format i.e., it should be on the organization's letter head mentioning date of issue, period of experience, pay level/grade pay, and the name and designation of the issuing authority along with signature and date.
- xii) The university shall verify the antecedents submitted by the applicant at any time of appointment or during the service. If it is detected at any stage that the information given in the application is incorrect / false, the candidature / appointment shall be summarily cancelled / terminated.
- xiii) Appropriate age relaxation for internal candidates working in the University shall be extended, provided he/she is eligible in all respects at the time of joining the University.
- xiv) In case of any ambiguity pertaining to the eligibility criteria for any post, or during the entire process of recruitment, the decision of the Competent Authority of the University shall be final. No correspondence will be entertained in this connection from any individual (s)/ representatives.
- xv) Applicants intending to apply for more than one post should submit separate application for each post along with requisite fee.
- xvi) The selection will be based on the candidate's performance in interview.

- xvii) Candidates, conversant with university functioning and possessing higher educational qualification than minimum essential qualification and with hands on experience in computers, will be preferred during screening of applications.
- xviii) The appointment shall be governed by National Pension System (NPS) as applicable to the employees of Central Autonomous Bodies who have joined on or after 01-01-2004. Employees joining Central University of Odisha from pensionable establishments, however, shall be governed by pension scheme of the parent organization only till such time as they retain lien with the parent post.
- xix) No TA/DA will be paid to the candidates for attending Written Test / Skill Test / Interview.
- xx) Any information related to the advertisement shall be displayed in the University Website (www.cuo.ac.in) only. Applicants are advised to visit the website regularly.
- xxi) The University reserves the right to rectify any discrepancy in the advertisement, if found later, as well as to modify / cancel any communication made to the candidate.
- xxii) The University also reserves the right to withdraw any advertisement, either partly or wholly, at any time without assigning any reason.
- xxiii) Any issue not covered in the instruction shall be decided by the Competent Authority of the University and the decision shall be final and binding on all applicants.
- xxiv) Online Application Form is available at : <https://cuont.samarth.edu.in>
- xxv) Candidates are advised to submit their application uploading all supporting documents pertaining to age, category, educational qualifications, experience etc.
- xxvi) The closing date for online application is 19.01.2024. Application window will be closed on 19.01.2024 at 23.59 hrs.
- xxvii) Canvassing in any form by the candidate or on behalf of the candidate shall be treated as a disqualification of candidature.
- xxviii) Following categories of persons shall not be eligible to apply for any position in the university:
- Who has been convicted by any Court of Law or any criminal proceedings are pending against him.
 - Who is a person of unsound mind and having questionable conduct or not medically fit to perform his duties.
 - Who has entered into or contracted marriage with a person having a living spouse.
 - Who is not a citizen of India.
 - Any other category of person disqualified for appointment by the Govt. of India/State Govt./UGC from time to time.

4. GUIDELINE FOR PAYMENT OF APPLICATION FEE

Applicants shall be required to pay application fee by net-banking / debit / credit cards

Post	Category	Fee to be paid
Group –A (All)	General and OBC	Rs. 1000.00
Female, SC/ST and PwBD category applicants need not pay any Application fee		

Note: The fee once paid shall not be refunded or re-adjusted under any circumstance.

Sd/-
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