



पुर्वोत्तर पर्वतीय विश्वविद्यालय
पु. ष. धिर्व. पठिस्तर, शिल्लुंग ७९७०२२ (मेघरलर)
North-Eastern Hill University
NEHU Campus, Shillong 793 022 (Meghalaya)

Phone :
Grams : NEHU

F.No.1- 4/Estt.II(B)/2020-2486

Dated, the 26th August, 2021.

EMPLOYMENT NOTICE

Online applications are invited from Indian Nationals for filling up of Non-Teaching Group-A Posts in North-Eastern Hill University, Shillong .

The last date for receipt of application is 30th September, 2021.

For details login to University Official website www.nehu.ac.in and for applying online please visit recruitment.nehu.ac.in .


Registrar

With reference to the Employment Notice no.1-4/Estt.II(B)/2021-2486 dated 26th August, 2021. Details of essential qualifications, experience etc. in respect of Non-Teaching Group-A posts are as under:

| Sl. No. | Name of the Post | Pay Matric 7 th CPC(Level-) | Number of vacancies | Remarks |
|---------|----------------------------|---|---------------------|-------------------------|
| 1. | Controller of Examinations | Pay Level 14 (1,44,200-2,18,200) | 01(UR) | For a tenure of 5 years |
| 2. | Librarian | Pay Level 14 (1,44,200-2,18,200) | 01(UR) | |

1. Essential Qualification for the post of Controller of Examinations

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

OR

- (c) Comparable experience in research establishment and/or other institutions of higher education.

OR

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

1. Essential qualification for the post of Librarian

- (a) 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.

Contd...P...2/-

- (b) At least ten 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.
- (c) Evidence of innovative Library services, including the integration of ICT in a library.
- (d) A Ph.D Degree in Library Science/Information Science/Documentation/Archives and manuscript-keeping .

HOW TO APPLY

The prescribed application form is available at recruitment.nehu.ac.in and application should be submitted through online only . An application fee of Rs. 1000/- (One thousand) for General/OBC candidates and Rs. 500/-(Five hundred) only for SC/ST candidates must be paid only through SBI Collect the link of which is provided in NEHU Official Website (www.nehu.ac.in). Women candidates and Person With Disabilities are exempted from payment of application fee.

Payment by Demand Draft/Banker's Cheque or any other mode of payment will not be accepted

*Payment should be done through "SBI Collect" Link in www.nehu.ac.in

Or <https://www.onlinesbi.com/sbicollect/icollecthome.htm>

*A DISCLAIMER CLAUSE page will open. Check the box for I have read and accepted the terms and conditions stated above and click on the PROCEED button.

* From the drop down menu, State of Corporate/Institution, select Meghalaya.

*From the drop down menu, type Corporate/Institution, select Educational Institutions, Click on the GO button.

*From the drop down menu, Educational Institutions Name, Select

1) NEHU Development Account and Click submit

2) Recruitment for the Non-Teaching Group-A Posts

OTHER TERMS AND CONDITIONS

1. The candidates are required to upload all the necessary documents/Certificates in the online applications. Incomplete applications forms in any respect shall not be considered.
2. Shortlisted candidates who are employed and did not apply through Proper Channel are required to submit a **NO OBJECTION CERTIFICATE** from their employer on the date of interview.
3. No TA/DA shall be paid to the candidates for attending the interview.
4. Mere fulfilling of minimum qualification does not entitle a candidate to be called for interview.
5. The Screening Committee shall devise its own criteria to scrutinize the applications to restrict the number of candidates to be called for interview.
6. The University reserves the right to relax any of the qualification/experience in exceptional cases/or in the case of persons already holding analogous posts in the University/Research Institutions etc.
7. Maximum/Minimum age limit, educational qualifications/experiences etc. in respect of the posts will be counted as on **30th September, 2021** being the last date of submission of application.
8. Fees once paid is not refundable under any circumstances.
9. The original degree certificates/proof of date of birth and other testimonials towards fulfilment of specified eligibility conditions shall be required to be produced by the candidates, at the time of their interview.
10. The University shall verify the antecedents/documents submitted by the candidates at the time of appointment or any time during the tenure of service. In case, it is detected that the documents submitted are fake or the candidate has clandestine background and has suppressed the said information his/her service shall be terminated forthwith.

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11. NEHU reserves the right to postpone/cancel the recruitment exercise for the posts without assigning any reasons thereof.
12. The jurisdiction for all disputes/legal matter for this recruitment will be confined to the Courts in Shillong.

Last date for submission of application is **30th September, 2021.**


26/8/21
Registrar