



Office of the Registrar
Assam Agricultural University
JORHAT - 785013

(RECIPIENT OF SARDAR PATEL OUTSTANDING INSTITUTE AWARD)

No.AAU /2.1(16)-2005/RG/(Part-II)/2022-23/

Dated ___/___/2022

Advertisement No. 6/2022

Applications are invited from in service / retired personnel for engagement of (1) Director of Physical Plant and (2) Comptroller under Assam Agricultural University, Jorhat. The application form, requisite qualifications and other terms of reference are available in the University website (www.aau.ac.in). The interested and eligible candidates may download the relevant materials and apply in prescribed formats. The applications completed in all respect should reach the office of the Registrar, Assam Agricultural University, Jorhat on or before **17.01.2023**.

Sd/- Sri. T. K. Gohain, ACS,
Registrar,
Assam Agricultural University,
Jorhat-785013.

Memo No.AAU/2.1(16)-2005/RG/(Part-II) /2022-23/22,330-336 Dated 17/12/2022

Copy forwarded for information and necessary action to :

1. The Secretary to the Vice-Chancellor, AAU, Jorhat.
2. The Advertising Manager, **The Assam Tribune Pvt. Ltd.**, Tribune Building, Guwahati-781003 He is requested kindly arrange to publish the Advertisement **No.6/2022** in one issue of the news paper and submit the bills in triplicate alongwith the paper cutting of the Advertisement to the undersigned, AAU, Jorhat for payment in due course.
3. The Advertising Manager, **The Dainik Janambhumi**, Jorhat. He is requested kindly arrange to publish the Advertisement No. **No. 6/2022** in one issue of the news paper and submit the bills in triplicate alongwith the paper cutting of the Advertisement to the undersigned, AAU, Jorhat for payment in due course.
4. The Dean, Faculty of Agriculture/Veterinary Science/ Community Science/ Fishery Science, AAU, Jorhat/ Khanapara/ Roha
5. The Director of Research (Agri./Vety.)/Extension Education/ P.G. Studies/ Students welfare/ Physical Plant, AAU, Jorhat/ Khanapara, Guwahati-22.
6. The Comptroller, AAU, Jorhat.
7. Dr. M. K. Modi, Professor(ABT) & I/c, AKMIT Cell, AAU, Jorhat
8. Dr. A. Saikia, Professor & Web Master, Deptt. of Horticulture, AAU, Jorhat. He is requested to incorporate the (enclosed) Advertisement in the AAU website.

(Signature)
17/12/2022
Registrar,
Assam Agricultural University,
Jorhat - 785013

Reference


1. Name of the post:	Director of Physical Plant, AAU, Jorhat
Terms of reference:	
Pay:	Rs. 30,000-110,000/- + GP- Rs. 17,500/- For retired person: Pay minus pension
Qualification:	Essential: i) Bachelor degree in Civil Engineering from any recognized University of India or AMIE (India) in Civil Engineering. ii) Should be an Engineer with 15 years of experience, having an experience in the rank of Superintending Engineer. iii) Experience in accounts. Desirable: i) Candidates with working experience in building construction and design will be preferred to. ii) Persons with Masters Degree in Civil Engineering
Age:	No bar, subject to a maximum of 63 years as on 01.01.2023

2. Name of the post:	Comptroller, AAU, Jorhat.
Terms of reference:	
Pay:	Rs. 30,000-110,000/- + GP- Rs. 17,500/- For retired person: Pay minus pension
Qualification:	Essential: i) In service or Retired Officer of Assam Finance Service. ii) Working experience of at least 4-5 years as Sr. Financial Adviser under the Govt. of Assam before retirement.
Age:	No bar, subject to a maximum of 63 years as on 01.01.2023

General Instructions:

Submission of application forms:

- i) Application fee is to be deposited at Powerjyoti Account of the University lying with the State Bank of India, AAU Jorhat Branch (A/c No. 33019714091). For payment, a Challan copy may be downloaded from the University website and fee-paid Challan copy is to be enclosed along with the application form.
- ii) The prescribed fee is Rs. 500/- in case of general candidates and Rs. 250/- in case of SC/ST candidates.
- iii) In-service candidates shall have to submit NOC from their parent Department/ Organization.


12/12/2020
Registrar
Assam Agricultural University
Jorhat-785013

ASSAM AGRICULTURAL UNIVERSITY:: JORHAT – 785 013.

APPLICATION FORM FOR THE POST OF

Advertisement No. 6/2022

Particulars of payment made: Challan copy enclosed for Rs.....

Please affix your latest passport size self attested photograph
--

1.	Name in full (in Block letters)		
2.	Gender (Male/ Female)		
3.	Father's Name		
4.	Date of birth (Day-month-year)		
5.	Age as on 01.01.2023 (Enclose age proof certificate, enclosure no. ____)		
6.	Permanent Address		
7.	Full postal address for communication with pin code		
8.	Contact details :	Mobile No.	
		Tel. No. (with area code)	
		Fax No.	
		E-Mail ID	
9.	Are you a citizen of India? by birth/ domicile (Attach PRC, Enclosure no. _____)		
10.	Do you belong to SC/ST/OBC/PH (If yes, enclose certificate, Enclosure no. _____)		
11.	Have you ever been employed by /ICAR/ Govt. or any other organization ? If so in what position and for how long. (enclose employers certificate, Enclosure no. _____)		

	_____)	
12.	Have you ever been convicted by a court of law for any offence ? If so, details thereof	
13.	Have you ever been punished or debarred from service of /ICAR/ Govt. or any other organization ? If so details thereof.	
14.	Whether any disciplinary case pending against you ? If any major/ minor penalty has been imposed on you.	

15. Academic qualification, beginning with 10th standard Examination (*please attach self-attested copies of Pass Certificates and Mark-sheets/ Grade Cards*) :

Sl. No.	Examination Passed	Year of passing	% of marks with Division/ Class or CGPA	School/ College	Board/ University	Subjects taken

16. Which languages do you know ?

Language	Proficiency attained*	Examination passed, if any

* State whether you can speak, read or write.

17. Previous appointment/work experience in chronological sequence

starting with the first appointment (Enclose employer's certificate(s),

Enclosure no.(s) _____),

Sl. No	Post held	Employer/ Organization	Last pay drawn with pay scale	Date of Joining	Date of leaving / retirement	Period (Till the last date of receiving application)			Nature of duties in brief
						Years	Months	Days	

18. Total service experience (Till the last date of receiving application):
 _____ Years _____ Months _____ Days:

19. Brief particulars of significant contributions made in the field of work.

20. Attach two testimonials from persons not related to you who know about your work and conduct (one should preferably be from the present or last employer, as the case may be).

i) (Enclosure no. _____).

ii) (Enclosure no. _____).

I hereby declare that the information given by me in this application is correct to the best of my knowledge and belief. In case of any false statement, I shall be liable to such action as the Authority may deem fit.

Date :

Signature of Applicant

Place : _____



**ASSAM AGRICULTURAL UNIVERSITY
JORHAT, ASSAM**

STATE BANK OF INDIA
POWER JYOTI ACCOUNT NO.33019714091
AAU BRANCH, IFSC CODE : SBIN0002003 : JORHAT, ASSAM

(COPY FOR AAU)

Applicant Name :
SBI Branch Name :
Branch Code : Date of Deposit:.....

FEE DETAILS

1.	Duplicate Registration Certificate	Rs. 100.00
2.	Transcript of Grades	Rs. 200.00
3.	Duplicate Transcript of Grades	Rs. 400.00
4.	Duplicate Grade Card for each Sem.	Rs. 50.00
5.	Provisional Certificate	Rs. 50.00
6.	Migration Certificate	Rs. 300.00
7.	Duplicate Migration Certificate	Rs. 500.00
8.	Academic Regulation	Rs. 200.00
9.	Degree Certificate	Rs. 300.00
10.	Duplicate Certificate	Rs. 600.00
11.	Convocation Fees	Rs. 800.00
12.	Duplicate Provisional Certificate	Rs. 200.00
13.	Change of Surname	Rs. 200.00
14.	Verification of academic documents	Rs. 500.00
15.	Others	

Rs. _____ (_____)

SIGNATURE OF REMITTER

-----**TO BE FILLED BY BANK**-----

JOURNAL NO.....

(HOST TRACE NO.) :

Date :

Place:

SIGNATURE OF THE AUTHORIZED OFFICIAL
WITH THE BANK SEAL

Important Instructions

- Candidates should send 'AAU COPY' of this challan alongwith the Application . Keep the applicants Copy' of this challan for future reference.
- Candidates should ensure that the Journal No.(Host Trace No.) is allotted by the Bank for this payment.



**ASSAM AGRICULTURAL UNIVERSITY
JORHAT, ASSAM**

STATE BANK OF INDIA
POWER JYOTI ACCOUNT NO.33019714091
AAU BRANCH, IFSC CODE : SBIN0002003 : JORHAT, ASSAM

(COPY FOR APPLICANTS)

Applicant Name :
SBI Branch Name :
Branch Code : Date of Deposit:.....

FEE DETAILS

1.	Duplicate Registration Certificate	Rs. 100.00
2.	Transcript of Grades	Rs. 200.00
3.	Duplicate Transcript of Grades	Rs. 400.00
4.	Duplicate Grade Card for each Sem.	Rs. 50.00
5.	Provisional Certificate	Rs. 50.00
6.	Migration Certificate	Rs. 300.00
7.	Duplicate Migration Certificate	Rs. 500.00
8.	Academic Regulation	Rs. 200.00
9.	Degree Certificate	Rs. 300.00
10.	Duplicate Certificate	Rs. 600.00
11.	Convocation Fees	Rs. 800.00
12.	Duplicate Provisional Certificate	Rs. 200.00
13.	Change of Surname	Rs. 200.00
14.	Verification of academic documents	Rs. 500.00
15.	Others	

Rs. _____ (_____)

SIGNATURE OF REMITTER

-----**TO BE FILLED BY BANK**-----

JOURNAL NO.....

(HOST TRACE NO.) :

Date :

Place:

SIGNATURE OF THE AUTHORIZED OFFICIAL
WITH THE BANK SEAL

Important Instructions

- Candidates should send 'AAU COPY' of this challan alongwith the Application . Keep the applicants Copy' of this challan for future reference.
- Candidates should ensure that the Journal No.(Host Trace No.) is allotted by the Bank for this payment



**ASSAM AGRICULTURAL UNIVERSITY
JORHAT, ASSAM**

STATE BANK OF INDIA
POWER JYOTI ACCOUNT NO.33019714091
AAU BRANCH, IFSC CODE : SBIN0002003 : JORHAT, ASSAM

(COPY FOR BANK)

Applicant Name :
SBI Branch Name :
Branch Code : Date of Deposit:.....

FEE DETAILS

1.	Duplicate Registration Certificate	Rs. 100.00
2.	Transcript of Grades	Rs. 200.00
3.	Duplicate Transcript of Grades	Rs. 400.00
4.	Duplicate Grade Card for each Sem.	Rs. 50.00
5.	Provisional Certificate	Rs. 50.00
6.	Migration Certificate	Rs. 300.00
7.	Duplicate Migration Certificate	Rs. 500.00
8.	Academic Regulation	Rs. 200.00
9.	Degree Certificate	Rs. 300.00
10.	Duplicate Certificate	Rs. 600.00
11.	Convocation Fees	Rs. 800.00
12.	Duplicate Provisional Certificate	Rs. 200.00
13.	Change of Surname	Rs. 200.00
14.	Verification of academic documents	Rs. 500.00
15.	Others	

Rs. _____ (_____)

SIGNATURE OF REMITTER

-----**TO BE FILLED BY BANK**-----

JOURNAL NO.....

(HOST TRACE NO.) :

Date :

Place:

SIGNATURE OF THE AUTHORIZED OFFICIAL
WITH THE BANK SEAL

Important Instructions

- Candidates should send 'AAU COPY' of this challan alongwith the Application . Keep the applicants Copy' of this challan for future reference.
- Candidates should ensure that the Journal No.(Host Trace No.) is allotted by the Bank for this payment