



NATIONAL LAW UNIVERSITY ODISHA, CUTTACK

(Established by Odisha Act IV of 2008)
Kathajodi Campus, Sector 13, CDA, Cuttack-753015, Odisha
[Accredited with 'A' Grade by NAAC]

Notification for Recruitment

Advt No.: NLUO/NT-R-001/10-01-2023

National Law University Odisha, a premier Law University in India invites applications on prescribed format available on NLUO website for engagement of various personnel on regular basis. The details of the posts and relevant information are as follows:

Name of the Post	Assistant Registrar (Regular)
No. of Post(s)	1 (One)
Age Limit	Preferably below 35 years
Classification	Group-A
Scale of Pay/Pay Band/Grade Pay	Entry pay: Rs. 56,100/- (Pre revised PB:3, Rs.15,600 - Rs.39,100 GP-Rs.5400)
Educational and other qualifications required	Essential: For AR: 1. Masters' degree from a recognized University/Institution of National repute with at least 55% of marks in aggregate or its equivalent grade "B" in the UGC 7 point scale wherever grading system is followed. 2. The requirement of 55% at master level may not be insisted upon for candidates in holding an analogous post in the Universities/Central or State Government/Autonomous Bodies having 8yrs of experience in administration/accounts & finance/examination in pay level10(Pre Revised PB2,Rs.9300-,GP-Rs.4800/Rs.4600. Desirable: 1. Preference will be given to persons having experience in government sectors. 2. Having additional qualification like LL.B or MBA or MCA or M.Phil./ Ph.D. 3. Knowledge of working in excel sheets, google sheets, Microsoft word, Power Point and other such software tools.
Composition of Selection Committee	As per Regulation/UGC Notification

Name of the Post	Office Assistant (Accounts) (Regular)
No. of Post(s)	1 (One)
Age Limit	Not exceeding 32 years
Classification	Group-C
Scale of Pay	Entry pay: Rs. 25,500/- (Pre RevisedRs.5200-20200,GP Rs.2400)
Educational and other qualifications required	<p>Essential: Bachelor Degree in Commerce/MBA (Finance)/CA(Cost Accountant) with a minimum 55% marks or equivalent grade point average.</p> <p>Desirable: Knowledge in noting, drafting, accounting management software such as Tally/ERP. Preference may be given to persons having experience in Educational Institute/Government Sectors/Autonomous Bodies.</p>
Composition of Selection Committee	As per Regulation
Name of the Post	Nurse
No. of Post(s)	2 (Two)
Age Limit	Not exceeding 32 years
Classification	Group-C
Scale of Pay	Entry pay: Rs. 25,500/- (Pre RevisedRs.5200-20200,GP Rs.2400)
Educational and other qualifications required	<p>Essential:</p> <p>(i) Bachelor' degree in Nursing from a recognized University or Institute and two years experience in nursing in a reputed hospital or clinic</p> <p>OR</p> <p>(i) Three years Diploma in General Nursing /GNM from a recognized institution with a minimum of 04 years experience in nursing in a reputed hospital or clinic.</p> <p>(ii) Registration with Nursing Council of India/ State. Preference will be given to persons having experience in government sectors.</p>
Composition of Selection Committee	As per Regulation
Name of the Post	Driver
No. of Post(s)	1 (One)
Age Limit	Not exceeding 32 years
Classification	Group-C

Scale of Pay	Entry pay: Rs. 25,500/- (Pre RevisedRs.5200-20200,GP Rs.2400)
Educational and other qualifications required	<p>Essential:</p> <ol style="list-style-type: none"> 1. 10th pass or equivalent from a recognized institution. 2. The person must have valid driving License for Light/Heavy Motor Vehicles with knowledge of Motor Mechanism(should be able to remove minor defects in the vehicle).The person must have at least 3 yrs of driving experience of light and heavy motor vehicle. <p>Desirable:</p> <p>Preference may be given to persons having experience of driving experience of heavy motor vehicle</p>

The intending candidates are requested to apply online using the online link available on Career section of the University website www.nluo.ac.in latest by 06.02.2023 by 5.00 P.M.

Note:

1. The print out of the application form along with all proof of qualifications, experiences and last pay slip should be reached to the Registrar, National Law University Odisha, Kathjodi Campus, C.D.A., Sector - 13,Cuttack-753 015 on or before 13.02.2023 by 5 PM.
2. Please refer to the Career section of the NLUO website for other terms, conditions of the service.
3. The applicants have to pay a non-refundable application fee of Rs. 500/- in the form of Demand Draft in favour of Registrar, National Law University Odisha payable at Cuttack. The Demand Draft needs to be sent along with the printout of the application form.
4. Only short-listed candidates will be called for Interview.
5. In service candidates are required to submit NOC at the time of attending interview.
6. No TA/DA will be given for attending the Interview.
7. For any updates please visit University website regularly, no separate communication will be made to the candidates.

**Sd/-
Registrar**