



**DIBRUGARH UNIVERSITY DIBRUGARH – 786 004 □□ ASSAM**

**DETAILED INFORMATION**

**For Advt. No. A- 3/2015, dated 28/04/2015**

Applications (7 photo copies of the applications) in the prescribed form of the University are invited from the intending eligible candidates for the following posts so as to reach the undersigned on or before **20/05/2015** alongwith a Bank Draft of Rs. 500/- in favour of the Registrar, Dibrugarh University, Dibrugarh payable at SBI, Dibrugarh University Branch (**Branch Code-2051**).

**1. Director of Physical Education and Sports : (1 post)**

**Essential Qualification :** i) Ph. D in Physical Education. ii) Experience of at least ten years as University Deputy Director of Physical Education or fifteen years as University Assistant Director of Physical Education / College Director of Physical Education [Selection Grade]. iii) Participation in at least two National / International Seminars / Conference. iv) Consistently good appraisal reports. v) Evidence of organizing competitions and conducting coaching camps of at least two week's duration. vi) Evidence of having produced good performance teams / Athletes for competitions like State / National / Inter- University / Combined University etc. **Pay Band :** PB - 37, 4 00-67000+ AGP-10,000

**2. Assistant Registrar (Finance & Accounts) : (1 post) :**

**Essential Qualification :** (i) A Post Graduate Degree in Commerce with at least 55% marks or its equivalent grade with specialization in Finance / Accounts or CA/ MBA (Finance) from any recognized University/ Institute.

**Desirable :** i) At least 2 years Experience in Finance & Accounts works in Central or State Government Universities / Departments /Autonomous Bodies/Public Sector undertaking. ii) Working knowledge in computer based accounting software packages.

**The candidates must have the following experience/exposure:**

i) Capability of independently drawing up the accounts and preparation of annual financial statements and budget statements. ii) Familiarity with direct and indirect taxation, TDS provisions etc. iii) Experience in handling audits by Chartered Accountants and C&AG. iv) Knowledge of Central Government Administrative, Financial, Stores and Purchase Rules & Regulations etc. v) Good communication skills with multi-tasking capabilities.

**Scale of Pay:** PB-15,600-39100+GP-5,400/-

**3. Coach : (4 posts) [one post reserved for ST(P) and one post reserved for SC] :**

**Essential Qualification :** (i) A Bachelor Degree with Diploma in coaching in Football / Cricket / Table Tennis / Athletics from NIS. (ii) Must have represented University/ State / all India Inter University competition / National level competition in Football / Cricket / Table Tennis / Athletics. (iii) Must have experience in organizing games & sports, cultural meets in the College and University level is essential.

**Age :** Not more then 45 years as on 01.01.2015. Relaxation of upper limit of age in case of ST, SC and OBC candidates will be as per rules. **Pay Band: Rs. 8,000 - 35,000 + GP Rs. 4,500/-**

**N.B.:** Mere fulfillment of minimum eligibility criteria shall **not entitle** a person for consideration. The decision of the Screening Committee(s) for short listing of candidates shall be final and binding.

**Sd/- Registrar**  
Dibrugarh University  
Dibrugarh.

Contd. 2

**Memo No. : DU/Estt-A/Advt/Officer/2007/10977-87**

**Dated : 28/04/2015**

Copy to :

01. The Hon'ble Vice-Chancellor, D.U., for favour of information.
02. All Deans of the Schools of Studies, D.U.
03. The Assistant Director (Employment), District Employment Exchange, P.O. : Bairagimath, Dibrugarh, for information and necessary action.
04. The Assistant Employment Officer, Employment Information & Guidance Bureau, D.U.
05. All Head of the Departments, D.U.
06. All Director / Director i/c, Centres Studies, D.U.
07. All Officers, D.U.
08. The System Administrator, Internet Centre, D.U., to put the advertisement in the University Website.
09. The Cash Counter, D.U.
10. Notice Board of the University.
11. Office file.

**Sd/- Registrar**  
Dibrugarh University  
Dibrugarh.

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