



**OFFICE OF THE REGISTRAR: : DIBRUGARH UNIVERSITY: : DIBRUGARH**  
**DETAILED INFORMATION**  
**ADVT. NO. A-3/2024 Dated:09/07/2024**

Applications (08 copies) 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 **08/08/2024** along with a Bank Draft of Rs. 2,000/- in favour of the Registrar, Dibrugarh University Branch (Branch Code-994000).

**1. Controller of Examinations: 01 (one) post: Reserved for OBC/MOBC**

**Essential qualification:** (i) Master's Degree with at least 55% of marks or an equivalent grade in a point scale wherever grading system is followed, and (ii) at least 15(fifteen) years of experience as Assistant Professor in the Academic Level-11(Rs. 68,900-2,05,500/-) and above or with 8 years of service in the Academic Level-12 (Rs.79,800-2,11,500/-) and above including as Associate Professor along with experience in educational administration or (iii) comparable experience in research establishment and/or other institutions of higher education, or (iv) 15(fifteen) years of administrative experience, of which 8 years shall be as Deputy Controller of Examinations or in an equivalent post in a University.

**Desirable:** Proficiency in computerization of Examination System.

**[Rationalized Entry Pay Rs.1,44,200/-to Rs.2,18,200/-]**

**2. Director, Centre for Distance & Online Education: 1 (one) post: UR**

- The post shall be under the administrative and academic control of the University administration.
- The post is a 5(five)year term post.
- The maximum age for applying the post of the Director shall not exceed 55(fifty-five) years on 1<sup>st</sup>January, 2024.

**Minimum qualification:**

- (i) (a) Master's Degree with at least 55% of marks or its equivalent grade in a point scale wherever grading system is followed and Ph.D. in any discipline with a minimum of 10(ten) research publications in the peer-reviewed or UGC-CARE listed journals and a total research score of 120.
- (b) A minimum of 10 (Ten) years of teaching experience in University/College, and/or Research Experience at equivalent level at the University/National Level Institution with evidence of having successfully guided Doctoral candidate. The applicant shall not be below the rank of Associate Professor.

**OR**

- (ii) (a) Master's Degree with at least 55% of marks or its equivalent grade in a point scale wherever grading system is followed with Ph.D.(preferrable) in any discipline, and
- (b) A minimum of 15(fifteen) years of teaching experience in University/College including 3 years teaching experience at the level of Associate Professor along with experience in Educational Administration, or
- (c) Comparable experience in research establishment and/or other institution of higher education,

**OR**

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

**Desirable Qualification:**

- (i) Experience in Distance and Online Education.
- (ii) Contribution to education with innovative design of new curricula/courses and technology-mediated teaching learning process.

**[Rationalized Entry Pay Rs.1,44,200/-to Rs.2,18,200/-]**

**3. Deputy Registrar (F&A): 1 (one) post: UR**

**Minimum qualification:** (i) M.Com. with at least 55% of marks or its equivalent grade in a point scale wherever grading system is followed with specialization in Finance/Accounts or CA/MBA in Finance, (ii) 9(nine) years of experience as Assistant Professor in the Academic Level-10 and above with experience in Educational Administration.

**OR**

(i) At least 5(five) years of experience as Assistant Registrar in Finance and Accounts in University/Higher Education Institution or in an equivalent position in Government organization/Private organization of repute.

**Desirable:**

(i) Knowledge of Government Rules/Accounting/Auditing/Budgeting/Store Accounting *etc.* and regulations of State Universities relating to Accounts/Audit and related financial matters, (ii) proficiency on Computer Applications *etc.*

**[Rationalized Entry Pay Rs.78,800-to Rs.2,09,200/-]**

Registrar  
Dibrugarh University  
Dibrugarh

Memo No.: DU/Estt-A/Advt./Officers/2007(Part)/ 2765-71

Date: 10/7/2024

Copy forwarded for information and necessary action:

1. The Hon'ble Vice-Chancellor, D.U. for favour of information.
2. All Deans, D.U.
3. All Head of the Departments, D.U.
4. All Chairpersons/Director of the Centres/Institutes, D.U.
5. All Officers, D.U.
6. The Programmer, D.U.
7. Office file.

Registrar  
Dibrugarh University  
Dibrugarh