

# Biju Patnaik University of Technology, Odisha Rourkela

Advt. No. BPUT/ 16364

Date: 30.08.2016

## Advertisement for post of Principal & Non-teaching Positions

The Biju Patnaik University of Technology (BPUT), Odisha with its headquarters in Rourkela was established through an Act of the Government of Odisha in 2002. There are 153 colleges spreading across the state of Odisha and the present student strength exceeds 1.2 lakhs. The University is now looking for the following positions:

Sl.	Positions	No. of Post	Scale of Pay	Posting
A	Principal	01	37400-67000/- + Rs. 10,000 AGP	College of IT & Management Education, Bhubaneswar (A self sustaining constituent college)
B	Officer on Special Duty	01	Rs. 9300-34800/- + Rs. 4600/- GP	BPUT, Odisha
C	Asst. Law Officer	01	Rs. 9300-34800/- + Rs. 4200/- GP	-do-
D	Jr. Stenographer	02	Rs. 5200/- + GP	-do-

### (A) Principal

Eligibility: As per AICTE norms with respect to MBA/MCA qualification. The age should be below 57 years and the tenure period for the post is 3 years. In-service candidate (equivalent to the grade of Professor) from the Government educational institutions would have to submit a 'no objection certificate' from the employers at the time of interview

### (B) Officer on Special Duty (01 post) [01 UR]

Essential Qualification : Any Graduate (Arts/ Science/ Commerce or an equivalent examinations) from any recognized University / institutions with knowledge of Computer Application

Desirable Qualification: Any Postgraduate degree, Experience in dealing with University matters particularly interfacing with State/ Central regulating bodies.

Experience: Minimum 5 years of experience. Preference : Working experience in any University /Government organization

### (C) Asst Law Officer (01 post) [UR]

Essential Qualification : Any Graduate (Arts/ Science/ Commerce or an equivalent examinations) from any recognized University / Institutions with degree in Law and Knowledge in Computer Application

Desirable Qualification: Any Postgraduate degree, Experience in representing any University / Educational institution / Government in preparation of legal documents/ attended various Courts/ Judicial forum

Experience: Minimum 5 years of experience. Preference: Working experience in any University / Government organization

### (D) Jr. Stenographer (02 posts) [01 UR, 01 ST]

Essential Qualification : Any Graduate (Arts/ Science/ Commerce or an equivalent examinations) from any recognized University / institutions with a minimum speed of 40 words per minute in English typewriting, 20 words per minute in Odia typewriting and 80 words per minute in shorthand both in English and Odia along with proficiency of data entry in Computer.

Desirable Qualification: Proficiency of data entry in Computer.

Experience : Minimum 5 years of experience. Preference : Working experience in any University/ Government organization

The applications are invited in the prescribed format (available in the official website i.e. [www.bput.ac.in](http://www.bput.ac.in) ).

A candidate desirous of applying for more than one position shall have to apply separately for each position. Each application completely filled in by the candidate containing (i) two recent passport size colour photographs, (ii) one A/c payee DD for Rs. 500/- (Rs.100/- for SC/ ST candidates) in favour of Biju Patnaik University of Technology, drawn on any Nationalized Bank, payable at Rourkela, (iii) Photocopy of all certificates/documents/testimonials in support of the information provided in the application should be sent to "**Registrar, Biju Patnaik University of Technology, Chhend, Rourkela-769015**" by **SPEED POST so as to reach on or before 01.10.2016**. Incomplete applications may be summarily rejected. The applications would be accepted only by Speed Post; No Hand Delivery is acceptable.

**General:** The Odisha Group- 'C' and Group-'D' Posts (Contractual Appointment) Rules, 2013 vide G.A Department Notification No. GAD-SC-RULES-0009-2013/32010/Gen, dated 12.11.2013 and Notification No. GAD-SC-RULES -0061-2013/4587/Gen, dated 15.02.2014 and the provisions made there under shall apply mutatis and mutandis in respect of positions in Sl No. C & D. The age of the candidate (Sl. B, C & D) should be within 21 to 32 years as on the closing date of application. The upper age limit shall be relaxed upto 5 years in case of SC/ ST/ Woman/SEBC candidate and 10 years for Physically handicapped candidates. For the employees of BPUT, the age relaxation will be as per norms of the University. The selection would be based on written test / Trade test followed by Personal interview. In-service candidate from the Government institutions / Universities would have to submit a 'No Objection Certificate' from the employers at the time of interview.

Applications received after the last date i.e 01.10.2016 shall not be considered. Minimum eligibility does not ensure that a candidate will be called and selected for the post. The decision of the authority is final. The authority reserves the right to cancel the post without assigning any reason thereof.

Sd/-  
Registrar

