



OFFICE OF THE REGISTRAR
GAUHATI UNIVERSITY, GUWAHATI - 781014
Advertisement No. NTS- 1/2024

Applications on prescribed format are invited from the eligible Indian citizens for the following post of Population Research Centre in Gauhati University:

Sl. No.	Name of the Post	No. of Post	Reservation	Pay Structure
1.	Lower Divisional Clerk (LDC), Population Research Centre, G.U.	1	UR	Fixed pay of Rs.35,412/- per month (consolidated)

QUALIFICATION & EXPERIENCE

1. Lower Divisional Clerk (LDC), Population Research Centre, G.U. (Sponsored by the Ministry of Health & Family Welfare, Statistics Division, Govt. of India):

Essential Qualifications: Bachelor Degree in any discipline from a recognized University/ Institution.

Adequate knowledge of computer applications.

Nature of Post: **Contractual** (initially for a period of 1 year)

Age: Must not be above 38 years as on the last date of application.

N.B.: The post is temporary and on contractual basis initially for 1 (one) year which may be renewed (subject to total period of engagement not exceeding 3 years) based on performance of the candidate. The authority has no liability for either regularization of the service rendered or for regular appointment in the PRC, G.U.

INSTRUCTIONS & INFORMATION

- I. **Application form:** Prescribed application form, the details of qualifications & other are available in the University website - www.gauhati.ac.in. The candidates may download the application form ("Application format for contractual post") from the above website. Application in any other form will not be accepted.
- II. **Application fee & last date:** Candidates will be required to pay an amount of Rs. 500/- (Rupees Five Hundred) only through **SBI Collect** as an application fee for the post. Completed applications in the prescribed form along with necessary enclosures must reach "**The Registrar, Gauhati University, Guwahati-14** latest by **22.02.2024**. **Two (2) copies of application forms with all testimonials** are needed to be submitted. The envelope containing the application form must indicate the name of the post & advertisement no.
- III. Those are in employment should submit their applications through proper channel or must submit a **No Objection Certificate** from the employer.
- IV. Self attested copies of Mark-Sheets, Birth Certificate, Educational Certificates and Experience Certificates etc. must be attached to the application. Incomplete applications or applications without relevant enclosures will be out rightly rejected.
- V. The University reserves the right to withdraw any advertised post at any time without assigning any reason thereof. The right is also reserved with the University either to fill or not to fill the post and its decision in this regard shall be final.

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- VI. The University will not be responsible for late/non receipt of call letters for the test/interview due to postal delay.
- VII. Candidates if found indulging in canvassing in any form will be disqualified.
- VIII. Candidates will have to appear before the Selection Committee for an interview at their own cost when called for. Mere fulfillment of academic qualifications will not entitle a candidate to be called for interview. In case of large number of applicants against one post, the university reserves the right for short listing of applicants to be called for interview, even if eligible and shortlisted.
- IX. The University reserves the right to revise/reschedule/cancel/withdraw the recruitment process without assigning any reason. The decision of the University shall be final and no appeal in this regard shall be entertained.

Sd/-
Registrar
Gauhati University

Date:- 17/02/2024

Memo No. GU/Estt/Advt. & Appt./PRC/NTS-1/2024/ 1450-59

Copy forwarded for information and necessary action to:

1. The Treasurer, G.U.
2. The Director (Stats), MoH&FW, Govt. of India, New Delhi-110011
3. The Hony. Director, P.R.C., G.U.
4. The Secy. to V.C., G.U.
5. The Secy. to Registrar, G.U.
6. The University Employment Guidance Bureau, G.U.
7. The concerned advertising agency.
8. Guard file-Advertisement.
9. The System Officer, G.U. with a request the upload the same in the G.U. website.
10. The concerned file.


Registrar
Gauhati University