



**हेमवती नन्दन बहुगुणा गढ़वाल विश्वविद्यालय**  
(केन्द्रीय विश्वविद्यालय)  
श्रीनगर गढ़वाल (उत्तराखण्ड)-246174



**1- अधिसूचना-HNBGU/Recruitment(NT)/2023/3888 दिनांक: 25/01/2023**

**परीक्षा नियंत्रक पद (वेतन लेवल-14) हेतु भर्ती**

विश्वविद्यालय के परीक्षा नियंत्रक पद (वेतन लेवल-14) पर सीधी भर्ती/ प्रतिनियुक्ति के माध्यम से 5 वर्षों की समयावधि अथवा 62 वर्ष की आयु प्राप्त होने तक, जो भी पहले हो, नियुक्ति हेतु योग्य एवं उच्च प्रेरित ऐसे अभ्यर्थियों जो कि क्षमता एवं सफलता का ट्रैक रिकार्ड रखते हों, से निर्धारित प्रपत्र पर ऑनलाइन आवेदन पत्र आमंत्रित किए जाते हैं। आवेदन की विस्तृत जानकारी एवं शर्तें विश्वविद्यालय की वेबसाइट [www.hnbgu.ac.in](http://www.hnbgu.ac.in) पर उपलब्ध है।

**2- अधिसूचना-HNBGU/Recruitment(NT)/2023/3889 दिनांक: 25/01/2023**

**समूह 'ख' शिक्षणेत्तर पदों पर भर्ती**

विश्वविद्यालय के समूह 'ख' शिक्षणेत्तर पदों पर सीधी भर्ती/प्रतिनियुक्ति के माध्यम से नियुक्ति हेतु योग्य अभ्यर्थियों से निर्धारित प्रपत्र पर ऑनलाइन आवेदन पत्र आमंत्रित किए जाते हैं। पदों का विवरण एवं आवेदन की विस्तृत जानकारी एवं शर्तें विश्वविद्यालय की वेबसाइट [www.hnbgu.ac.in](http://www.hnbgu.ac.in) पर उपलब्ध है।

ऑनलाइन आवेदन पत्र भरने की अंतिम तिथि 02-03-2023 (बृहस्पतिवार) (23:59:59 बजे तक)  
आवेदन पत्र की हार्ड कॉपी जमा करने की अंतिम तिथि 10-03-2023 (शुक्रवार) (4:00 बजे तक)  
Email: [recruitmentcellhnbgu@gmail.com](mailto:recruitmentcellhnbgu@gmail.com) Website: [hnbgu.ac.in](http://hnbgu.ac.in)

कुलसचिव



**Hemvati Nandan Bahuguna Garhwal University**  
(A Central University)  
Srinagar Garhwal (Uttarakhand)-246174



**1. Recruitment Notification-HNBGU/Recruitment(NT)/2023/3888 Dated 25.01.2023**  
**Recruitment on the post of Controller of Examinations (Pay Level-14)**

ON-LINE applications in the prescribed format are invited from eligible and highly motivated candidates with proven track record of competence and success for the post of Controller of Examinations (Pay Level-14) on Direct recruitment/ Deputation basis for a term of 5 years or till attaining the age of 62 years, whichever is earlier. Detailed information is available on the university website: [www.hnbgu.ac.in](http://www.hnbgu.ac.in)

**2. Recruitment Notification-HNBGU/Recruitment(NT)/2023/3889 Dated 25.01.2023**  
**Recruitment of Group "B" Non-Teaching posts**

ON-LINE applications in the prescribed format are invited from eligible candidates for various vacant Group "B" non-teaching posts. Details of posts with necessary information and terms & conditions are available on the university website: [www.hnbgu.ac.in](http://www.hnbgu.ac.in)

Last date of final submission of On-line Application Form :

02-03-2023 (Thursday) (by 23:59:59 hrs.)

Last date of final submission of hard copy of Application Form :

10-03-2023 (Friday) on or before 4:00 pm

Email: [recruitmentcellhnbgu@gmail.com](mailto:recruitmentcellhnbgu@gmail.com) | Website: [hnbgu.ac.in](http://hnbgu.ac.in)

Registrar.



हेमवती नन्दन बहुगुणा गढ़वाल विश्वविद्यालय  
Hemvati Nandan Bahuguna Garhwal University  
श्रीनगर गढ़वाल (उत्तराखण्ड)–246174  
Srinagar Garhwal (Uttarakhand) - 246174  
(केन्द्रीय विश्वविद्यालय)  
(A Central University)



Recruitment Notification No. HNBGU/Recruitment/NT/2023/3888

Date: 25-01-2023

**Recruitment on the post of Controller of Examinations (Pay Level-14)**

ON-LINE applications in the prescribed format are invited from eligible and highly motivated candidates with proven track record of competence and success for the post of **Controller of Examinations (Pay Level-14)** on Direct recruitment/Deputation basis for a term of 5 years or till attaining the age of 62 years, whichever is earlier as per following details-

**Group 'A'**

S.N.	Post/Pay Level	No. of Post	UR	SC	ST	OBC	EWS	Method of Recruitment
1.	Controller of Examinations (PL-14)	01	01	-	-	-	-	Tenure post on Direct Recruitment/Deputation for 5 years or till attaining the age of 62 years, whichever is earlier

**ABBREVIATIONS USED:**

**UR**-Unreserved; **OBC**-Other Backward Classes; **SC**-Scheduled Caste; **ST**-Scheduled Tribe; **EWS**-Economic Weaker Section.

The last date to apply online : **02-03-2023 (Thursday) (by 23:59:59 hrs.)**  
The last date for submission of Hard copy : **10-03-2023 (Friday) (on or before 4:00 PM)**  
For details, visit University website : **www.hnbgu.ac.in**  
**https://hnbgu.samarth.edu.in**

**Application fees-**

S.No.	Category	Fee
1.	UR/OBC/EWS Category	1000/-
2.	SC/ST/PwBD Category and Women applicants	500/-

**Essential qualifications-**

01.	<b>Name of Post</b>	<b>Controller of Examinations</b>
	<b>Scale of Pay</b>	Level 14
	<b>Age Limit for direct recruits</b>	Preferably below 57 years
	<b>Educational and other qualifications</b>	<b>Essential:</b> i. Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed. ii. At least 15 years' of experience as Assistant Professor in the Academic Level 11 and above or with 08 years' of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration, <b>OR</b> Comparable experience in a research establishment and/ or other institutions of higher education, <b>OR</b> 15 years of administrative experience, of which 08 years shall be as Deputy Registrar or an equivalent post.

## **GENERAL TERMS & CONDITIONS OF RECRUITMENT**

1. Applicants are required to apply online in the prescribed format with complete, correct information and attachments. The online link (<https://hnbguntsamarth.edu.in>) will be available live from **01-02-2023 (Wednesday) (by 23:59:59 hrs.)** and will be closed on **02-03-2023(Thursday) (by 23:59:59 hrs.)**. Only online applications with required uploaded enclosures will be accepted, however, applicants must send **ONE** hard copy of the on-line application on or before **10-03-2023 [Friday] (on or before 4:00pm)** along with all **self-attested testimonials, certificates and all supporting documents through Registered/Speed Post only to "The Registrar, Hemvati Nandan Bahuguna Garhwal Central University, Srinagar Garhwal, Uttarakhand - 246174,"**. Please write on the top-left side of the envelope **"Application for the post of \_\_\_\_\_"**. Hard copy received after last date i.e. **10-03-2023 [Friday] (on or before 4:00pm)** will not be accepted.
2. Candidate who is already in service shall submit his/her application through proper channel along with vigilance clearance certificate from the competent authority. However, he may send an advance copy of his application and in case his application is not forwarded due to whatever reasons till the time of written test or interview as the case may be, he/she, should produce a "No Objection Certificate along with the Vigilance clearance certificate in a sealed cover" from the employer.
3. The application for appointment on deputation shall be forwarded by the employer along with the Annual Performance Appraisal Reports (APARs) for the preceding five years or as prescribed in CRR for required service in the grade and Vigilance Clearance Certificate, duly certified by the Competent Authority.
4. It shall be the responsibility of the candidate to assess his own eligibility for the post for which he is applying in accordance with the prescribed qualifications, experience, etc., and submit his application duly filled-in, along with the desired information and documents as per the advertisement. Suppression of factual information, supply of fake documents, providing false or misleading information or canvassing in any manner on the part of the candidates shall lead to his disqualification. In case, it is detected at any point of time in future, even after appointment, that the candidate was not eligible, his appointment shall be liable to termination forthwith as per this clause. This must be mentioned in the letter of offer and appointment clearly. In case of any ambiguity in the recruitment rules in general and eligibility in respect of any post, the decision of the Executive Council shall be final.
5. Acceptance of documents submitted by an applicant shall be subject to verification by the competent authority at any point of time even after joining the employment. If any document is found to be false / fake / incorrect either before or after appointment, the document shall be summarily rejected and action may be initiated against the candidate which shall lead to cancellation of his appointment, as the case may be.
6. The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for interview. Where the number of applications received in response to an advertisement is large and it will not be convenient or possible to interview all the candidates, the University, at its discretion, may restrict the number of candidates to a reasonable limit on the basis of qualifications, experience, publications etc. The University may constitute an expert committee to scrutinize the applications or process administratively depending upon the number of applications to restrict number of candidates to a reasonable limit, approximately 1:15.
7. The person appointed against any post shall be governed by the Act/ Statutes/ Ordinances/ Rules of the University and also the CCS (Conduct) Rules, 1964, CCS (CCA) Rule, 1965 or any other rules of the Government of India, as amended from time to time and any other rule/ resolution prescribed specifically for maintaining the conduct of the employees by the Executive Council of the University.
8. The appointment of a candidate shall be subject to verification of character and antecedents by the competent authority. Until the verification of character and antecedents reports are received, the appointment shall be treated as provisional. In case the report/s with regard to his conduct, character, antecedents, etc., is found to be unsatisfactory, the appointment shall be cancelled / terminated forthwith.
9. Canvassing in any form on behalf of any candidate shall be treated as a disqualification which shall lead to cancellation of candidature.
10. The selected candidate shall produce a medical fitness certificate from the Medical Board issued by a Govt. Hospital / or Govt./CGHS empanelled Hospital for Group A post prior to his joining. In cases where a person has already been examined by a Medical Board in respect of his/her previous appointment and if standard of medical examination prescribed for the new post is the same, then he/she need not be required to undergo a

fresh examination. For this purpose, he/she has to submit a copy of the medical certificate duly countersigned by the designated officer of the University.

11. The terms and conditions of appointment shall be communicated to the selected candidates in the form of 'Offer of Appointment'. If the candidate does not accept the terms and conditions mentioned in the offer of appointment within the stipulated time, the offer shall be treated as withdrawn.
12. The selected candidate shall be governed by the 'Pension Scheme'/Contribution Scheme/NPS, as applicable as per rules of the Government of India as in force and as amended from time to time."
13. The selected candidate shall be liable to serve anywhere within the jurisdiction of the University.
14. At the time of recruitment, a 'Service Agreement' shall be executed between the University and the employee concerned, and a copy of the same shall be kept with the Registrar. Such service agreement shall be duly stamped as per the rates applicable.
15. The candidate shall bring all original certificates relating to his age, qualifications, experience, etc., at the time of tests/interview. In case the candidate fails to submit the original documents for verification of the certified photocopies of the enclosures to his application, he may not be allowed to appear at the tests/interview and his candidature may be treated as cancelled without any further communication in this regard.
16. The University may draw a reserved panel to fill up a post. In case a candidate on higher merit regrets to join within a period of one year or resign/dies after joining, within a period of one year, the offer shall be made to the next candidate on the merit, (if otherwise in order), to reduce the delay in filling up of the vacancies. Such a vacancy should not be treated as fresh vacancy. Reference: DoPT OM No. 41010/18/97-Estt (B) dated 13th June, 2000)
17. The University reserves the right to withdraw an advertisement, either partly or wholly, at any time without assigning any reason.
18. If any advertisement for any post is withdrawn by the University, the application fee collected from the candidates shall be refunded.
19. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issue of the appointment letter, the University reserves the right to modify/withdraw/cancel any communication made to the candidates.
20. The Experience, Age and Qualification will be reckoned as on last date for submission of online application. No updating of qualification and experience will be entertained after the last date of submission of the on-line application.
21. In case of any suitable PwD candidate (if eligible otherwise), the University, may consider to give preference to such candidate in order to give prescribe quota to PwD category candidates, irrespective of earmarking of post for PwD candidates in the advertisement.
22. Applicants are advised to submit the applications to the University well in advance without waiting for the last date to avoid postal delay or any delay due to other unforeseen events or circumstances. The University will not be responsible for any postal delay at any stage.
23. The probation period for the post (wherever applicable) will be as per relevant rules/Cadre Recruitment Rules of the University.
24. Any corrigendum/addendum/amendments/notice/updation etc. related to this advertisement shall be uploaded on the University website only. Further, the University will not send any further information by post/news papers. HN BGU will not be responsible for invalid/wrong e-mail ID and mobile numbers mentioned by the candidates. Therefore, it is the responsibility of the candidate to mention correct contact details and regularly check their e-mail, SMS and HN BGU website [www.hnbg.ac.in](http://www.hnbg.ac.in) for updates.
25. Age relaxation for SC, ST, PwD category candidates shall be as per DoPT/GoI rules.
26. In case of any dispute, the territorial jurisdiction for adjudication shall be the High Court of Uttarakhand.

**Registrar**