



Krishna Kanta Handiqui State Open University

Head Office: Patgaon, Rani, Guwahati - 17

City Office: Resham Nagar, Khanapara, Guwahati -22

Advt. No. R1/2023

Applications are invited from the Indian citizens for the following posts at Krishna Kanta Handiqui State Open University.

1. Finance Officer (Term post for a period of 5 years)
2. Deputy Registrar (Academic) (Against lien vacancy)
3. Accounts Officer

Online application form with details of required qualification(s), scale of pay, age limit, application fee etc. will be available at the university website - www.kkhsou.in. The last date for submission of application is 31 August, 2023 (Online) and 2 September, 2023 (offline).

Sd/- Registrar

Advertisement No: R1/2023, Dated: 03-08-2023

Applications are invited for the following posts from Indian citizens.

Name of Post :

1. Finance Officer

No. of post	: 1 (one)
Pay level	: Rs. 1,44,200 – 2,18,200/- (academic level 14) (Pay to be fixed as per UGC guidelines and fixation formula)
Age limit	: Not more than 55 years as on 01-10-2023

Essential qualification:

- i) A master's degree with at least 55% of the marks or its equivalent grade of B in the seven-point scale.
- ii) At least 15 year of experience as Assistant Professor (senior scale), Assistant Professor with 8 years in Associate Professor's Grade along with experience in educational administration.
OR
- iii) Comparable experience in research established establishment and/or other institutions of higher education.

OR

15 years of administrative experience of which 8 years as Deputy Registrar or an equivalent post.

2. Deputy Registrar (Academic) (Against Lien Vacancy)

No. of post	: 1 (one)
Pay level	: Rs. 78,800 – 2,09,200 (Academic level 12) (Pay to be fixed as per UGC guidelines and fixation formula)
Age limit	: Not more than 45 years as on 01-10-2023, may be relaxed in case of suitable/internal candidate.

A. Essential qualification:

- i) A master's degree with at least 55% of the marks or its equivalent grade of B in the seven-point scale.
- ii) Five years of experience as a Lecturer in a College or a University with experience in educational administration.

OR

Comparable experience in research establishment and / or other institution of higher education.

OR

Five years of administrative experience as Assistant Registrar or in an equivalent post.

B. Desirable qualifications

- i) A degree/diploma in Distance Education/Human Research Management.
- ii) Adequate knowledge of computer
- iii) Ph.D.
- iv) Working experience in ODL system.

2. Accounts Officer

No of post	: 1 (one)
Pay level	: Rs. 30,000 – 1,10,000 with Grade Pay Rs. 12,700.
Age limit	: As per state govt. norms.

Essential qualifications:

- i) A Master Degree in Commerce/MBA (Finance) with consistently good academic record.
- ii) Five (5) years working experience in the rank of Accountant in the Govt. organization/ Public Undertakings/Autonomous Institute/University.

Desirable qualifications:

- i) Two (2) years working experience in Open and Distance Learning (ODL) system.
- ii) Adequate knowledge of computer in Tally/Business Accounting/Commercial Accounting.
- iii) A degree/diploma in Distance Education.

Note: mere fulfilment of the criteria does not entitle a candidate to be called for interview. The University has the right to shortlist candidates for the same.

GENERAL INSTRUCTIONS FOR POSTS SERIAL NO. 1. TO 3.

Last date for receipt of Application: 31st August, 2023 (for all the posts Serial No. 1. to 3.)

Last Date for Receipt of Hard copy of Application: 2nd September, 2023 (for all the posts Serial No. 1. to 3.)

Application fees: Rs. 2000.00 (Two thousand) for posts Sl. No: 1 & 2 and Rs. 1000.00 (one thousand) for posts Sl. No: 3.

Mode Payment: Online through payment gateway link available in the portal during application (Proof of payment should reached along with hard copy).

Please note:

- 1) The University reserve the right of filling or not filling the post.
- 2) The University reserve the right to consider relaxation of age limit of a candidate who may be exceptionally suitable.
- 3) Canvassing in any form will disqualify the candidate concerned.
- 4) Only short listed candidates will be called for interview. Candidates will have to appear in the interview at their own cost.
- 5) Candidates in service must apply through proper channel.
- 6) No Objection Certificate (NOC) from competent authority will be required.
- 7) The University reserves the right to cancel the advertisement without assigning any reasons there of.

How to apply:

- 1) Applications should be filled **Online** on or before 31st August, 2023 through the University Website www.kkhsou.in . The last date for receiving the hard copy of Application along with the fees payment receipt is 2nd September, 2023.
- 2) The hard copy of Applications (2 sets) with CV and supporting documents (2 sets) put in an inner envelop citing the Advertisement Number and then put in an outer envelope should address and reach to the **O/o the Registrar, Krishna Kanta Handiqui State Open University, N.H. – 37, Resham Nagar, Khanapara, Guwahati – 781022** on or before 2nd September, 2023.

Note: Service of the selected candidates will be governed by the Act. Of the University and relevant Govt. of Assam rules & regulations.

Sd/-
Registrar
KKHSOU