

BODOLAND UNIVERSITY

KOKRAJHAR – 783370, ASSAM



A State University, Established under the Bodoland University Act, 2009

Advt. No. BU/Advt./NTS/2026/01, Dated: 17/6/2026.

Applications are invited from the Indian Citizens for the following Non-Teaching Posts of Bodoland University.

Sl. No.	Name of the Post	Post Code Samarth	No. of Post	Category	Classification	Pay Scale
1.	Director, College & University Dev. Council	01	01	UR (Unreserved)	Group "A"	Rs.1,44,200 – Rs. 2,18,200
2.	Finance Officer	03	01	UR (Unreserved)	Group "A"	Rs.1,44,200 – Rs. 2,18,200
3.	Director of Students' Welfare	04	01	UR (Unreserved)	Group "A"	Rs.1,44,200 – Rs. 2,18,200

REQUIRED QUALIFICATION & EXPERIENCE:

Director, College & University Dev. Council

- Master's Degree with at least 55% of the marks or an equivalent Grade in a point scale wherever grading system is followed.
- At least 15 years of experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration.
OR
- Comparable experience in research establishment and/or other institutions of higher education.
OR
- 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post.

Age limit for Direct Recruitment: **Below 55 years** (as on last date of submission of application).

Tenure: Upto 5 years.

Age of Superannuation: As per rules of Govt. of Assam.

Director of Students' Welfare (DSW)

- Master's Degree with at least 55% of the marks or an equivalent Grade in a point scale wherever grading system is followed.
- At least 15 years of experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration.
OR
- Comparable experience in research establishment and/or other institutions of higher education.
OR
- 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post.

Age limit for Direct Recruitment: **Below 55 years** (as on last date of submission of application).

Age of Superannuation: As per rules of Govt. of Assam.


Registrar - 1
Bodoland University
Kokrajhar

Finance Officer

- a) Master's Degree with at least 55% of the marks or an equivalent Grade in a point scale wherever grading system is followed.
- b) At least 15 years of experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration.

OR

- c) Comparable experience in research establishment and/or other institutions of higher education.

OR

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

Age limit for Direct Recruitment: **Below 55 years** (as on last date of submission of application).

Tenure: 5 years.

Age of Superannuation: As per rules of Govt. of Assam.

Important Dates to be noted by the candidates:

Commencement of submission of on-line application	17.06.2026
Closing date of on-line application	10.07.2026 (23.59 hrs.)
Closing date for receipt of hard copy of application along with enclosures	27.07.2026 (17.00 hrs.)

General Instructions, Essential Information, and Clarifications:

1. Applications are to be submitted through online mode through the link **<https://bunivnt.samarth.edu.in>**
2. The eligibility and qualifications prescribed shall be reckoned as on the closing date of online application. It shall be the responsibility of the candidate to ascertain his/her own eligibility for the post in accordance with the prescribed qualifications, experience, etc before submitting the application.
3. 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 disqualification. Any time even after appointment if it is noticed that the candidate does not possess the eligibility prescribed in the Notification or that the claim made by him/her with respect to the qualifications/experience/other credentials are false or misrepresented, then his/her appointment shall be terminated forthwith. The candidate shall be held solely responsible for the same and the consequences thereupon.
4. Candidate willing to apply for more than one post, must submit separate application along with all required documents with separate application fee.
5. Candidates serving in other institutions/organizations need to apply through proper channel. The NOC from the employer need to be uploaded in the portal.
6. **Submission of hard copy of application as generated through Samarth portal along with payment receipt is mandatory.** Candidates have to submit hard copy of the application (single copy) along with self-attested copies all the concerned documents to support contents of the on-line application. The supporting documents should be serially numbered and the serial numbers are to be referred against the relevant entry in the hard copy of the application. Hard copy of the applications shall be sent to **The Registrar, Bodoland University, P.O. Rangalikhata (Debargaon), Dist. Kokrajhar (BTC), Assam, Pin-783370.** The hard copy of application should reach the said office before 17.00 hrs. on 27th July, 2026 as by hand or registered post. The envelop should be super-scribed with the name of post applied and advertisement no.

7. General candidates will be required to pay an amount of Rs. 2000.00 (Two thousand) and for SC/ST/OBC Rs. 1000.00 (One thousand) only as application fee for the post applied for through portal's payment gateway only.
8. Candidate belonging to any reserved category SC/ST(P)/ST(H)/PWD(OH/VH/HH) must submit their caste/category certificate, issued by the competent authority along with application by online.
9. Indian nationals only need to apply.
10. No TA/DA will be given for Interview. Candidates will have to appear the interview at their own cost.
11. Mere fulfillment of academic qualifications and experience will not entitle a candidate to be called for interview.
12. All the information/addendum/corrigendum, etc. subsequent to this Advertisement, if any, will be uploaded on the University website only. Candidates are advised to regularly visit the university website www.buniv.edu.in for updates. The university will not be responsible for any information which is unnoticed by the candidates. The University will issue call letters to the shortlisted candidates and other correspondences through email only.
13. Applicants are advised to submit the applications well in advance without waiting for the last date to avoid postal delay or delay due to technical or other unforeseen events or circumstances. The university will not be responsible for any delay in submission of application at any stage.
14. The Experience Certificate(s) submitted by the candidates should clearly specify the detailed break-up of experience with period of service, scale of pay, nature of appointment (Regular, Contract, Temporary, etc), Scale of pay, nature of Organisation (State Govt, Central Govt, PSU, Autonomous Body, Aided, Private etc.). Offer letters, Appointment Orders, Joining Report, Relieving Orders, etc., will not be considered as Experience Certificate.
15. Candidates who have obtained degrees or diplomas or certificates for various courses from any institution declared fake /derecognized by the University Grants Commission at the time of obtaining the degree shall not be eligible for being considered for recruitment to the post advertised.
16. If selected and appointed, the candidate shall be required to produce a medical fitness certificate from the medical board as specified by the University.
17. If selected, the terms and conditions of appointment shall be communicated to the selected candidate 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 mentioned in the offer letter, the offer shall be treated as cancelled.
18. At the time of appointment, a 'Service Agreement' shall be executed between the University and the employee concerned and the original copy shall be kept in the University. Such service agreement shall be duly stamped and notarised as per the rules applicable.
19. 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 reports with regard to his/her conduct, character, antecedents, etc, are found to be unsatisfactory, the appointment shall be cancelled/terminated forth with as per rules.
20. The University reserves the right to: (a) withdraw the Notification at any time without assigning any reasons to this effect (b) to fill or not to fill up the post advertised for any reasons, whatsoever.
21. No interim queries regarding interview/selection will be entertained.
22. Canvassing in any form shall invite disqualification.



23. In case of any disputes arising out of this notification, the jurisdiction shall be the Hon'ble High Court of Guwahati.
24. Any errors and omissions detected in the Advertisement are subject to rectification by the University. In case of any ambiguity pertaining to the eligibility criteria for any post/nature of post, dispute/ambiguity that may occur in the process of selection, the decision of the University shall be final and will be reported through university website. In case of any inadvertent mistake in the process of selection which is detected at any stage even after the issuance of appointment letter, the University reserves the right to modify/withdraw/cancel any communication made to the candidates.
25. Anything which is not mentioned in this notification will be dealt as per the Orders/Rules of Government of Assam/Bodoland University.

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Registrar (i/c),
Bodoland University

Memo No. BU/Estt./Advt.- Appt./TS-NTS/46/2021/591

Dated: 17/6/2026.

Copy for information to:-

1. The Director, Higher Education, Govt. of Assam, Kahilipara, Guwahati.
2. The Additional Secretary, Higher Education, Govt. of Assam, Dispur.
3. The Vice-Chancellor, Bodoland University.
4. The Registrar of All Indian Universities.
5. The all Officers, Deans & Heads, Bodoland University.
- ✓ 6. The System Administrator, B.U for upload the same in B.U. website.
7. Office file.

PB

Registrar (i/c),
Bodoland University
Bodoland University
Kahilipara