



**OFFICE OF THE REGISTRAR  
MAJULI UNIVERSITY OF CULTURE**

**Majuli, Assam- 785104**

**Email:** [mucmajuli19@gmail.com](mailto:mucmajuli19@gmail.com)

No. MUC/Recruit-89/2023-24/1193

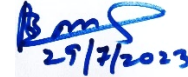
Dated. Majuli the 29<sup>th</sup> of July 2023

**ADVERTISEMENT**

Majuli University of Culture invites applications from eligible Indian citizens for the various posts of **Officers, Teachers and Grade-III & IV**, Majuli University of Culture, Majuli, Assam. The last date of receipt of filled-in applications is **30/08/2023**. Applications will be received by the Office of the undersigned during the working hours. The same may also be posted to the address- '**The Registrar, Majuli University of Culture, Transit Campus, Chitadarchuk, Garamur, Majuli -785104**'. However, the University will not be responsible for any postal delay.

For detailed information, other terms and conditions and application form, interested candidates may visit the University website: [www.muoc.ac.in](http://www.muoc.ac.in).

Issued with due approval.

  
29/7/2023

Registrar

Majuli University of Culture

Majuli, Assam.

Registrar

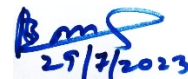
Majuli University of Culture

Dated Majuli the 29<sup>th</sup> of July 2023

No. MUC/Recruit-89/2023-24/1193(a-i)

**Copy to:**

1. The Hon'ble Vice-Chancellor, Majuli University of Culture, Majuli, for favour of kind information.
2. The Director of Higher Education, Govt. of Assam, for favour of kind information.
3. The Finance & Accounts Officer, MUC, for favour of kind information.
4. The Assistant Registrar, MUC for information and needful.
5. The Advertisement Manager, The Assam Tribune, with a request to publish this advertisement notice.
6. The Advertisement Manager, The Dainik Janambhumi, with a request to publish this advertisement notice.
7. The Website In-charge, MUC, for uploading the advertisement in the Website of the University.
8. Office file for record.

  
29/7/2023

Registrar

Majuli University of Culture

Majuli, Assam.

Registrar

Majuli University of Culture

Majuli

## **PART I: DETAILS OF THE POST(S):**

<b>Sl. No.</b>	<b>Name and Nature of the Post(s)</b>	<b>No. of Post (s)</b>	<b>Pay Band</b>	<b>Age limit</b>	<b>Reservation Category</b>
1.	Academic Registrar (Regular and Whole-time)	1	<b>Rs. 1, 44, 200/- - Rs. 2,18,200/-</b> (and all other admissible allowances)	<b>As per Rule</b>	UR
2.	Controller of Examinations <b>(Five Year Term Post)</b> * The post is renewable for another 5 years if not exceeding the age of 60 years or whichever is earlier.	1	<b>Rs. 1, 44, 200/- - Rs. 2,18,200/-</b> (and all other admissible allowances)		UR
3.	Assistant Professor, Dept. of Performing Arts	2	<b>Rs. 57,500/- - Rs. 1,82,400/-</b> (and all other admissible allowances)		UR, UR-EWS
4.	Demonstrator/ Graduate Instructor	1	<b>Rs. 14,000-60,500/-</b> <b>G.P. 8,700/-</b> (and all other admissible allowances)		ST-P
5.	Cook	1	<b>Rs. 12,000-52,000/-</b> <b>G.P. 4,400/-</b> (and all other admissible allowances)		UR-EWS

### **III. AGE LIMIT & RELAXATION**

The age limit of the candidates will be calculated on the basis of the Matriculation/ HSLC Admit Card or Pass Certificate issued by a recognized Central/State Board/Council and no other document shall be accepted in lieu of the mentioned documents.

<b>Age Relaxation for Grade III &amp; IV</b>	The Upper is limit for entry into the state government service from 38 years to 40 years for Grade III and Grade IV post will be considered as per the notification no. ABP.612016151 dated the 2 <sup>nd</sup> September 2020 issued by the Government of Assam, Department of Personnel: Personnel (B), Guwahati. Age relaxation for reserved categories will be applicable as per Govt. of Assam rules.
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29/7/2023  
Registrar

Majuli University of Culture  
Majuli

**PART II: DETAILS OF THE EDUCATIONAL AND OTHER QUALIFICATIONS AND EXPERIENCE REQUIRED:**

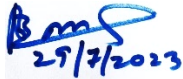
Sl. No.	Name of the Post	Educational qualification, desirable qualification, experience, etc.	Specialization	Selection Procedure
1.	Academic Registrar (UR) (Single Post)	<p>a) Consistently good academic record with at least a high 2nd Class Master's Degree in Arts/Science/Commerce from a recognized University with 55% marks or equivalent Grade or CGPA proportionate to that.</p> <p>(b) A Doctorate Degree from a recognized University or equivalent published work or contribution in the field of educational planning and academic development in higher education.</p> <p>(c) At least 10 (ten) year-experience as Associate Professor with experience of academic administration in a responsible position in a teaching institution. Or 15 years of administrative experience of which 8 years as Deputy Registrar in academic offices as equivalent grade. Ph.D. Degree is desirable.</p> <p><i>Other Desirables:</i></p> <p>Experience in academic administration, computer/software/ automation of academic administration, exposure of alternative pedagogy, MOOCS, ERP, curriculum development, accreditation and ranking of academic institutions, etc.</p>		Screening and Interview
2.	Controller of Examinations (UR) (Single Post)	<p>(a) Consistently good academic career with at least a high 2nd Class Master's Degree in Arts/Science/Commerce from a recognized University with at least 55% marks or equivalent Grade, or CGPA proportionate to that.</p> <p>(b) A Doctorate Degree from a recognized University or equivalent published work or contribution in the field of educational planning and examination system in higher education.</p> <p>(c) At least 10 (ten) year-experience in a responsible position in administration/ conduct of examinations/ teaching in Institutions of higher education.</p> <p>(d) Conversant in the system of continuous evaluation, Semester and CBCS type of examination.</p> <p><i>Other Desirables:</i></p> <p>Experience of different examination systems, computer, software, automation of academic administration, ERP, MOOCS, continuous and comprehensive evaluation system, ABC, etc.</p>		Screening and Interview

  
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3.	Assistant Professor (UR) (Single Post)	<p><b>A.</b></p> <p>i) Master's Degree with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in the relevant subject or an equivalent degree from an Indian/Foreign University.</p> <p>ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be. Provided further, candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges / Institutions subject to the fulfillment of the following conditions-</p> <p>a) Ph.D. degree of the candidate awarded in regular mode only;</p> <p>b) Evaluation of the Ph.D. thesis by at least two external examiners;</p> <p>c) Open Ph.D. viva voce of the candidate had been conducted;</p> <p>d) Candidate has published two research papers from his/her Ph.D. work out of which at least one must be in a refereed journal;</p> <p>e) Candidate has made at least two presentations in conference/seminars, based on his/her Ph.D work. <i>(a) to (e) as above are to be certified by the Registrar/ Dean (Academic Affairs) or by other officials designated by the concerned University.</i></p> <p>iii) NET/SLET/SET shall not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.</p>	<p><b>Indian Classical Music (Vocal) with proficiency in Sattriya Music</b></p>	<p><b>Screening, Sort listing (if needed), Interview</b></p>
4.	Assistant Professor (UR-EWS) (Single Post)	<p>OR</p> <p><b>B.</b> A traditional and a professional artist with highly commendable professional achievement in the concerned subject having Bachelor degree, who should have: (a) Studied under noted/reputed traditional Masters/Artists (b) 'A' grade artist of AIR/Doordarshan; and (c) Ability to explain with logical reasoning the subject concerned and adequate knowledge to teach theory with illustrations in said discipline.</p>	<p><b>Dramatic and Theatre Art (having exposure to Sattriya Culture)</b></p>	<p><b>Screening, Sort listing (if needed), Interview</b></p>
5.	Demonstrator/ Graduate Instructor (ST-P)	<p>(i) A bachelor degree from a recognized University.</p> <p>(ii) Diploma or Degree in any branch of Performing Arts preferably Sattriya Music and Dance.</p> <p>(iii) Ability to work with computer.</p>	<p>Sattriya Music and Dance/ Other forms of Dances- Classical and Folk</p>	<p>Written Test (MCQ of 50 Marks for sort-listing), Skill Test (50) and Interview (50)</p>

6.	Cook (UR-EWS)	(i) HSLC Passed. (ii) Knowledge of food safety and hygiene to ensure candidates are aware of health standards and protocols. (iv) Ability to follow recipes and prepare dishes according to established standard. (v) Having culinary arts degree, certificate, or relevant vocational training and experience shall be preferred.		Written Test (MCQ of 50 Marks for sort- listing), and Interview (50)
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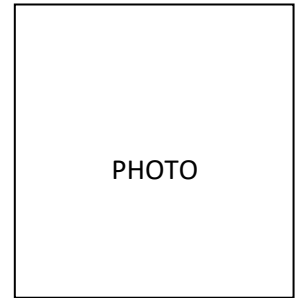
N.B.: The intending candidates for the Post No. 6 (Cook, UR-EWS) shall need to fill-up the Application Proforma (Part-III) only.

  
29/7/2023

Registrar,  
 Majuli University of Culture,  
 Majuli, Assam.  
Registrar  
 Majuli University of Culture  
 Majuli

**PART-III: APPLICATION PROFORMA**

**MAJULI UNIVERSITY OF CULTURE  
PROFORMA FOR APPLICATION**



1. Applied for the Post : .....
2. Name of the Applicant (Block Capital) : .....
3. Present Address : .....
4. Permanent Address : .....
5. Father's Name : .....
6. Place of Birth including Police Station and District & P.O. : .....
7. Email : ..... Phone No. ....
8. Are you citizen of India : .....
9. Educational qualification and also the : .....
10. Other Qualifications : .....
11. Community : .....
  - (a) State your religion : .....
  - (b) Are you a member of Schedule Caste/ Schedule Tribe (Answer 'Yes or No') If 'Yes' give particulars supported by a certificate copy of which should be enclosed : .....
12. Age on 1<sup>st</sup> January 2023 (accordingly to H.S.L.C certificate copy of which should be enclosed) : .....
13. Present occupation (if any) : .....
14. Previous appointment held (if any) : .....
15. Are you trained in or a member of the National Cadet Corps of Territorial Army or trained Home Guards and Civil Defence Volunteers, if so give particulars: .....
16. Employment Registration No. (if any) : .....
17. Declaration:

I am candidate for the post ..... and the statements stated above are true to the best of my knowledge and belief. In case of any false statement, I am liable to any action the University deems fit and proper.

A Demand Draft/ Transaction ID No. ....of Rs.....is attached herewith.

Date: .....

Place: .....

Signature of the Candidate

**PART-IV: PARTICULARS OF ALL EXAMINATIONS PASSED**

Sl. No.	School / College / Institute	Name of the Board / University / Institution	Degree / Diploma passed / obtained	Distinction / Class / Division	Subject (mention field of specialization / major, if any)	% of Marks obtained	Date of passing

  
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**PART-V:**

(a) PARTICULARS OF NET/SET/Ph.D. (Under new regulations of UGC) CLEARANCE

Name of the Test	Year	Roll No.	Subject

(b) Details of employment, if any (give here particulars of your past and present employment in chronological order starting with present employment):

Sl. No.	Organization / Institution	Position held	Nature of duties / work	Date of joining	Date of leaving	Length of service	Pay scale	Additional remarks about experience, if any.

  
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(c) Details of enclosures sent with this application form:

- |       |       |
|-------|-------|
| i)    | ii)   |
| iii)  | iv)   |
| v)    | vi)   |
| vii)  | viii) |
| ix)   | x)    |
| xi)   | xii)  |
| xiii) | xiv)  |

(d) **Forwarding note of the Employer:**

Certified that..... has been an employee of ..... (Name of the organization) since ..... (date) and at present working as ..... Information given by the employee in Part-A, Part-B, and Annexure –II is correct to best of my knowledge.

This organization has no objection to his / her applying for the position of ..... at Majuli University of Culture.

**Memo No.**

**Signature:**

**Date:**

**Designation:**

**Place:**

**Name of the organization**

  
25/3/2023  
Registrar  
Majuli University of Culture  
Majuli

## **POINTS TO BE NOTED BY THE APPLICANT**

1. **Application form:** Prescribed application form is available in the website **www.muoc.ac.in**. The candidates may download the application form from the above website. Applications in any other form will not be accepted.
2. **Application Fees & Last date:** Candidates will be required to pay an amount of Rs. 1000/- (Rupees One thousand) only by Demand Draft or Online Payment mode (*with Draft / Payment Receipt*) in favour of the **Registrar, Majuli University of Culture, Majuli** payable at **Punjab National Bank, Garamur Branch, A/c No. 2200010048301, IFSC: PUNB0220020**, as application fees for the post.
3. Complete applications in the prescribed form along with necessary enclosures must reach “**The Registrar, Majuli University of Culture, Transit Campus, Chitadarchuk, Garamur, Majuli -785104**” on or before **30/08/2023**. The envelope containing the application form must indicate the name of the **Post and Advertisement No.**
4. Those who are in service should submit their applications through proper channel or may submit a **NO OBJECTION CERTIFICATE** from the employer.
5. Attested copies of Mark sheets, Birth Certificate, Educational Certificates and Experience Certificates etc. must be attached to the application. Incomplete application or application without relevant enclosures will be rejected.
6. Stringent criteria may be applied while short listing the applications. Only short listed candidates will be called for interview. The University reserves its right to limit the total number of candidates to be called for interview.
7. 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.
8. University will not be responsible for late/non-receipt of call letters for test/interview due to postal delay.
9. Candidates if found indulging in canvassing in any form will be disqualified.
10. Candidates will have to appear before the Selection Committee for an interview at their own cost when called for.
11. Applicants are directed to strictly read these conditions and submit their applications only after accepting these terms and conditions.
12. A candidate selected for a post must be medically fit physically and mentally. A certificate to that effect duly signed by the Joint Director of Health Services of the district concerned or a Government Medical Officer, shall have to be produced by the person who is appointed to a post before / she is allowed to join.
13. Application(s) received after the last date as mentioned in the advertisement shall not be endorsed
14. No TA/DA will be admissible to the applicants for appearing in any interview/written test etc
15. Canvassing in any form will lead to disqualification of the candidate.

  
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Majuli University of Culture  
Majuli

16. Applicants must fill-in all the parts, as the case may be, of the application form. Incomplete applications in any form shall be summarily rejected. A list of enclosures must be furnished as provided in the application form.
17. Applicants may attach additional sheet(s) wherever necessary quoting the serial number.
18. A certificate about good character from the Head of the Institution last attended or served shall ordinarily accompany an application for any post of if he / she is not already in service of the University.
19. All applications irrespective of any category shall be scrutinized by a Screening Committee for short-listing the number of candidates. If found incorrect or deficient in any form in supplying any information required such applications shall be outright rejected.
20. Mere fulfillment of the minimum eligibility criteria shall not entitle an applicant for consideration for any test/interview. The decision of the Screening Committee(s) for short-listing the candidates shall be final.
21. The University reserves the right to cancel any application at any stage on its own reason. It also reserves the right to relax any qualification of any candidate if he/she is found to be exceptionally meritorious or otherwise deemed to be essential for the University.
22. All posts irrespective of any category shall remain purely temporary till they are confirmed after a minimum of one year's probation period which may be extended if necessary.



29/3/2023

Registrar

Majuli University of Culture

Majuli, Assam.

Registrar  
Majuli University of Culture  
Majuli

**ADDRESS FOR SENDING/ SUBMITTING THE FILLED IN APPLICATIONS:**

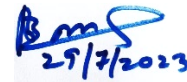
**“THE REGISTRAR, MAJULI UNIVERSITY OF CULTURE, TRANSIT CAMPUS,  
CHITADARCHUK, GARAMUR, MAJULI -785104”**

CANDIDATES SHOULD SEND THEIR DULY FILLED UP APPLICATIONS COMPLETE IN ALL RESPECTS TO THE ABOVE ADDRESS THROUGH ***SPEED POST OR REGISTERED POST ONLY***

**LAST DATE FOR RECEIPT OF APPLICATIONS- 30/08/2023**

**CONDITIONS TO BE FULFILLED AFTER APPOINTMENT:**

1. A person appointed to any post mentioned in this advertisement shall join within one month from the date of issue of appointment order, failing which the appointment order is liable to be cancelled, provided that in exceptional circumstances, the Vice-Chancellor may extend this period.
2. Before a person appointed to a post joins in his / her post, he / she shall execute an agreement with the university that he / she shall strictly abide by the provisions of the Acts, the Statutes, Ordinances, Rules and Regulations.
3. Every person appointed permanently to a post shall be on probation for a period of one year. Provided that the period of probation may, for good and sufficient reasons, be extended by the Board for further period.
4. Every person appointed permanently to a post, on satisfactory completion of his / her period of probation, shall be confirmed in the post.

Handwritten signature in blue ink, followed by the date 29/7/2023.

Registrar  
Majuli University of Culture  
Majuli, Assam.  
Registrar  
Majuli University of Culture  
Majuli