



Munger University, Munger (Bihar)

{Estd in 2018 under Bihar State University (Amendment) Act.2016 (Bihar Act-1/2017)}
(Administrative Block, Shastrinagar, Munger-811201)

Letter No.... R.O. [S.P.A.] 81/23

Date.....27/01/23....

Advertisement

Applications are invited from retired/retiring persons (upto 65 Years of age) for the post of Dy. Registrar (2), Asst. Registrar (3), Section officer (2), UDC(7), LDC (15), Stenographer(3), Programmer(1), Auditor Gr.-1(1), Auditor- (1), Asst Finance Officer (1), PA to VC (1), Librarian (1) and Asst. Librarian (2), Driver (6), Electrician-2 on purely contractual basis. (Last date - 15.02.2023 till 05.PM)

Details can be downloaded from the University Website:- www.mungeruniversity.ac.in

[Handwritten signature]
27/01/23

Registrar
Munger University, Munger

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27/01/23



MUNGER UNIVERSITY, MUNGER

Application Form for Recruitment of Non-Teaching Position
(For retiring/retired persons up to age of 65 years as per Govt. letter memo no.
3/M-63/2013 GA 10000/Patna-5, dated- 10.07.2015)

Application Number Date of receipt (To be filled by the office)

Particulars of Demand Draft

DD Number Date Amount Name of Bank

1. a) Post applied for

b) Advt. No. & Date

c) Grade Pay/Level at the time of retirement -

Recent
Photograph to
Be affixed here

2. Name in Full (In Capital letters)

First name	Middle Name	Last Name

3. Father's Name in Full (In Capital letters)

First Name	Middle Name	Last Name

4. Marital Status

5. Sex

6. Address

Present (Address for Communication)	Permanent
Phone	Phone
E-mail	E-mail

L. N. Sahay
30/01/23

30.01.23

7. Date of Birth (Please enclose Self-Attested copy of certificate)

8. a) Nationality :

b. Place of birth

9. Whether you belong to PWD category or not, if Yes please specify :

10. Category :

UR	EBC	BC	WBC	SC	ST

(In case of reserved category enclosed duly self attested certificate)

11. If you are employees, please state the name of Your employer, your present basic pay & scale of pay

12. Details of educational qualifications (Matriculation onward) :

Exam Passed	Year	Percentage of Marks	Division/ Class	Subject	Board/Univ./Inst.

13. Particulars of employment, if any :

Pose held	From	To	Total period of Service	Scale of pay & present basic pay	Institute/ Organization	Nature of Duties & Responsibility

*L. m. Saha
30/01/23*

*[Signature]
30.01.23*

14. Languages you can read, write & speak?

Name of Language	Read	Write	Speak	Examination passed if any

15. Additional Remarks :

(Applicant may mention here any information, qualification or experience etc, not included under the heads given above.

16. Reference : Please provide two references :

(These should be persons resident in India and holders of responsible positions, and they should be intimately acquainted with the applicant's character and work, but must not be relations. Where the candidate has been in employment, he should either give his present or most recent employer or immediate supervising officer as a reference)

- (a)
- (b)

UNDERTAKING

I give the undertaking that I have read all the information and instructions given in Advertisement (Advt. No.) and the above information given by me is correct. I understand that my application shall be rejected if (i) the information is not correct or (ii) all the required certificates and documents are not attached or (iii) application is incomplete.

Date :

Place :

Signature of Candidate

Notes :

1. Self-attested copies of all certificates/testimonials should be attached. Originals are required to be shown at the time of interview.
2. Persons in Govt. Employment should send their application through proper channel. They may, however, send a copy in advance, but it must be on the prescribed form & accompanied by copies of certificates/testimonials etc.
3. Application received after the due date or found incomplete may not be considered.

U. N. Saha
30/01/23

[Signature]
30.01.23



Endorsement by the Employer

(The endorsement below is to be signed & forwarded by the Head of the Institution/Employer of the organization/Institution in the case of the In-service candidate)

This is to certify that Dr. /Mr./Mrs./Ms an applicant for the post of In **Munger University**, has been working in this organization namely on the post of /in the capacity of In a with effect from in the Pay Band and AGP of Rs. He/She is drawing Pay Band and AGP of Rs.

No disciplinary/vigilance case has ever been held or contemplated or is pending against the said applicant. There is no objection for his/her application being considered by the **Munger University, Munger**. He/She will be relieved as per University/ Institution rules.

Signature of Forwarding Officer
(Head of the Institution with seal)

Name :
Designation :
E-mail :
Phone/Mobile :
Place :
Date :

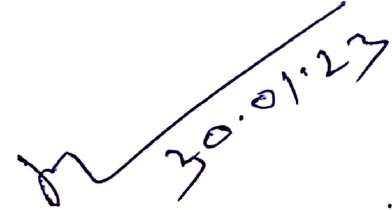
*U. M. Saha
20/12/23*

*[Signature]
30.01.23*

Conditions for Contractual employment -

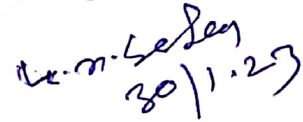
1. The maximum age for the candidate will be below 65 years. Selection will be for one year or till appointment on regular basis (whichever is earlier). Maximum age will be 65 years. Duration of contract may be extended from year to year till the age of 65 years after review of performance.
2. Honorarium of the candidate will remain constant even in the case of increase in his /her pension.
3. Honorarium of the contractual personnel will be fixed according to Sankalp 10000 dt. 10.07.2015 of Govt. of Bihar.
4. Medical certificate from Chief Medical Officer-cum-Civil Surgeon should be submitted at the time of selection of contractual personal.
5. Review of performance of contractual personnel will be judged from Time-to-Time by the Registrar and services of the contractual personnel may be terminated without giving any notice.
6. Preference will be given to newly retired persons.
7. Services of the following personnel will not be considered –
 - a) Persons against whom there is any vigilance enquiry pending.
 - b) Persons facing departmental proceedings.
 - c) Persons facing serious charges.
 - d) Persons against whom criminal case is pending .

*{Affidavit regarding Serial (a) to (d) must be submitted}
8. Interested candidates may submit their applications by 15/02/2023 till 5.00 P.M. through Registered Post/Courier. Applications received after the cut off date and time will not be entertained. Each application form should be submitted with a Bank Draft of Rs.1000/- for General Category and Rs. 500/- for other category in favour of Registrar, Munger University, Munger.
9. Photo copy of PPO /LPC /Service Book must be submitted with application form.
10. Reservation norms will be strictly followed in selection of contractual personnel.


30.01.23

Registrar

Munger University, Munger


30/1/23


30.01.23

