

DIRECTORATE OF DISTANCE EDUCATION

B.R.A. Bihar University Muzaffarpur

Advertisement No.:- DDE/01

Date:- 22/11/2011

DDE (Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur) invites applications in prescribed format from eligible and interested candidates for following posts. The detailed information's for the posts are as follows:-

Name of vacant posts in the Faculty of Education :-

1. Professor (1) UR
2. Reader (2) (1-UR & 1- EBC)
3. Lecturer (5) (3UR, 1-SC & 1-EBC)
4. Programme Officer Cum Administrative Officer (1) UR
5. System Supervisor (1) UR
6. Computer Operator (4) - (2-UR , 1-SC/ST & 1-EBC)
7. Assistant cum Steno cum Computer Operator (1) UR
8. Assistant Librarian (1) UR
9. Library Assistant (1) UR
10. Assignment Incharge (1) UR
11. Assistant (1) UR
12. Routine Clerk (7) (4-UR, 1- SC/ST, 1-EBC, & 1- OBC)
13. Assistant Accountant (1) UR
14. Account Assistant (1) UR
15. Peon (9) (5-UR, 1-SCST, 2-EBC & 1-OBC)

Important Instructions :

- * UR, EBC, SC/ST and OBC denote Unreserved, Extremely Backward Class, Scheduled Cast/Scheduled Tribe and other Backward Class respectively.
- * DD denoted Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur

- * Essential educational qualification and experience as prescribed by UGC/DEC/NET/University Norms.
- * Reserved category, service condition, salary and age of superannuation will be in accordance with University rules.
- * Candidates will be considered for appointment either on contractual basis or on part-time basis or on probation basis likely to be regularized.
- * The application form must be enclosed with all relevant documents concerning educational qualifications and experience duly attested by Gazetted Officer or by Notary Public in addition to self attestation.
- * Pay scale according to norms of Government Rules/University Rules.
- * Candidates should apply along with a Demand Draft of Rs. 250/- in favour of Director, Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur and should be payable at Muzaffarpur. SC/ST candidates may apply alongwith a Demand Draft of Rs. 125/- only.
- * Fully completed application form alongwith the required Demand Draft, relevant supporting documents and a self addressed envelop (of size 25 cm x 12.5 cm) must reach to the Director, Directorate of Distance Education, B.R.A. Bihar University, Muzaffarpur- 842001 (Bihar) on or before 22.11.2011 at 5.00 pm. by registered post or by speed post only.
- * For detailed information kindly visit www.ddebrabu.net.
- * The DDE, however, reserves the right to reject any or all applications without assigning any reason.

REGISTRAR

ADVERTISEMENT FOR APPOINTMENT OF DDE

DETAILED INFORMATION (Concerning Advertisement for Appointment in DDE):

1. Post for Professor – (1) UR

Qualification :- (i) Good academic record with qualification of M.Ed/M.A. (Education) possessing 55% marks or Good academic record with Master Degree possessing at least 55% marks in the relevant school subject with M.Ed./M.A. (Education) possessing 50% marks.

(ii) Ph.D. or equivalent published research work with at least ten years experience of teaching Education, preferably in Distance Education.

(iii) Experience of successful Research Guidance.

Pay Scale :- (37,400 – 67,000 + GP 10,000).

2. Post for Reader (2) 1-UR & 1-EBC

Qualification :- (i) Good academic record with M.Ed/M.A. (Education) possessing at least 55% marks or good academic record with Master's Degree possessing 55% marks in the relevant School Subject with M.Ed./M.A. (Education) possessing at least 50 % marks.

(ii) Ph.D. in Education or in a School Subject or equivalent published research work.

(iii) At least five years experience as Lecturer in teaching Education, preferably in Distance Education.

Pay Scale :- (37,400 – 67,000 + GP 9,000).

3. Post for Lecturer (5) 3-UR, 1- SC/ST & 1-EBC.

Qualification :- Good academic record with M.Ed/M.A. (Education) possessing at least 55% marks or good academic record with Master's Degree possessing at least 55% marks in the relevant School Subject and M.Ed./M.A. (Education) possessing at least 50% marks.

NOTE :- A relaxation of 5% marks i.e. from 55% to 50% of the marks, at the Master's level for the candidates from SC/ST/EBC/OBC (category) is considerable.

Pay Scale :- (15,600 – 39,100 + GP 6000).

4. Post for Programme Officer cum Administrative Officer :- 1 - UR.

Qualification – The candidate should possess the qualification of University/ College Teacher alongwith an experience of 6 (six) years in the capacity of Programme Officer/Co-ordinator in a recognized Institute preferably in Distance Education or a non-teacher possessing First Class Graduate Degree from a recognized University with an experience of atleast 10(ten) years in the capacity of Programme Officer/Co-ordinator in a recognised Institute preferably in Distance Education.

Pay Scale – (37400-67000 + GP 8700)

5. Post :- System Supervisor 1 (UR)

Qualification :- First Class Master's Degree (MCA/MCS/M.Sc/IT (B. Tech in Computer Science)) with an experience atleast two year in Software Development and Wave designing.

Pay Scale :- (9300 – 34800 + GP 5200)

6. Post :- Computer Operator (4 Post) 2-UR, 1- SC/ST & 1- EBC with DCA (Diploma in Computer Application) possessing one year experience.

Pay Scale :- (9300 – 34800 + GP 4200)

7. Post :- Assignment Incharge (01 UR)

Qualification :- Candidates should possess Bachelor's Degree from recognised University. Good knowledge in Computer Operations is essentially needed.

Pay Scale :- (9300 – 34800 + GP 4200)

8. Post :- Routine Clerk (07) 4-UR, 1- EBC, 1- SC/ST & 1- OBC.

Qualification :- Candidate should have passed 10+2 / Inter from recognised Board.

Pay scale :- (5200 – 20200 + GP 1900)

9. Post :- Assistant (01-UR)

Qualification :- Candidates should possess Bachelor's Degree from recognised University.

Pay Scale :- (9300 – 34800 + GP 4200)

10. Post :- Assistant Cum Steno Cum Computer Operator (01- UR).

Qualification :- Candidates should possess Bachelor's Degree from recognised University. Good knowledge of Stenography and Computer operations including Computer typing.

Pay Scale :- (9300 – 34800 + GP 4200)

11. Post :- Library Assistant (01-UR)

Qualification :- Candidates should have passed Intermediate or equivalent from recognised Board/ Council with certificate in Library Science.

Pay Scale :- (5200 – 20200 + GP 1900)

12. Post :- Assistant Librarian (1-UR)

Qualification :- Candidates should possess Degree of Bachelor in Library Science from recognised University.

Pay Scale :- (9300 – 34800 + GP 4200)

13. Post :- Accounts Assistant (1-UR)

Qualification :- Candidates should have passed Intermediate in Commerce from recognised Board/
Council.

Pay Scale :- (5200 – 20200 + GP 1900)

14. Post :- Assistant Accountant (01-UR)

Qualification :- Candidates should possess Bachelor's Degree in Commerce from recognised
University with 2 Years Experience in Accountancy work in some concern or
Institute of repute.

Pay Scale :- (9300-34800 + GP 4200)

15. Post :- 9-Peons (5-UR, 2- EBC, 1- SC/ST & 1- OBC)

Qualification :- A Candidate should have passed Matric or equivalent.

Pay Scale :- (4440 – 7440 + GP 1300)

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B.R.A. BIHAR UNIVERSITY, MUZAFFARPUR

APPLICATION FORM

Self attested Passport
size Photograph
should be fixed here

1. Post Applied for :

2. Name of Candidate :

3. Father's Name :

4. Date of Birth :

5. Permanent Address :

6. Address for Correspondence :

7. Category (UR, SC, EBC, OBC) :

8. Draft No. & Name of the Bank :

Amount of the Draft :

9. Contact No. (Tel., Mob., E-Mail) :

10. Educational Qualifications :

11. Professional/Technical Qualifications :

12. Experience, if any :

13. Any other Information :

Signature of Candidate

Date :

Place :