



The WB National University of Juridical Sciences

"Dr. Ambedkar Bhavan" 12, LB Block, Sector III, Salt Lake City, Kolkata - 700098

Phone : (033) 2569 4700/2335 2811/2812 • Fax : (033) 2335 7422/0511

E-mail : info@nujs.edu • Website : www.nujs.edu

Direct Recruitment to the Post of Registrar

The WBNUJS, a premier national law university in Kolkata, invites applications for filling the post of Registrar.

No. of vacancy: 01 (UR)

Pay Scale: Rs. 1,44,200-2,18,200 (Level-14) [As per UGC notification no. F.No. 11-1/2017 (CU) dated 18/01/2019]

EQ: (1) Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed.

(2) 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.

DQ : A Doctorate degree or published research work of merit. Work experience in a Legal institution/Law School/University. Should have a strong background in administration and management in a senior position and possess substantial general management experience.

Notes: (1) University reserves the right not to fill up the vacancy advertised if the circumstances so warrant. (2) University reserves the right to consider candidates of outstanding merit who may not have applied. (3) Relaxation of any of the qualifications may be made in exceptional cases on the recommendation of the selection committee. (4) Reservation of the posts for SC/ST as per Govt. norms. (5) Persons in employment should route their application through proper channel. (6) No TA, DA for attending any written test (if required) & interview. (7) DA, HRA and TA at Central Govt. rates & currently University has no Pension scheme. (8). The age of superannuation for the post of Registrar is 60 (Sixty Years) (9) Candidates who are already in similar posts or doing similar administrative jobs in the capacity of deputy/assistant registrar position will be given preference. (9) Applications in respect of officers applying for deputation should be sent through proper channel along with Performance Appraisal for 5 years.

The prescribed application form can be downloaded from the University website www.nujs.edu on the following page <http://nujs.edu/careers.html>. The complete application form along with the prescribed application fee of Rs. 2000/-, has to be paid online in favour of "WBNUJS" payable at Kolkata on or before 07/02/2023. The University is not responsible for any postal delay. The application fee is non refundable. Those who have applied in response to earlier Advertisement may apply afresh but they do not have to pay any application fee.

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16.01.23
REGISTRAR (ACTING)
THE WEST BENGAL NATIONAL
UNIVERSITY OF JURIDICAL SCIENCES
KOLKATA - 700106



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The procedure of payment online is as follows :

Access <https://www.onlinesbi.com/sbicollect/collecthome.htm>

- Click Check box to accept '**Terms & Conditions**'
- Then click on '**Proceed**'
- Then click on '**State of Corporate / Institution**'
- Select State as '**West Bengal**'
- Select Type of Category as '**Educational Institutions**'
- Click on '**Go**'
- Select the Institutions Name as '**The West Bengal National University of Juridical Sciences**'
- Select the Payment Category as '**Recruitment Fees**'

Please don't use any **Special Character** during filling the information, keep the SBI Collect Reference Number with a copy of receipt for reconciliation of fees at our end, if any.

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