গুৱাহাটী বিশ্ববিদ্যালয়
Gauhati University
Gopinath Bordoloi Nagar, Guwahati-781014, Assam, India

External Examination Cell

ADVERTISEMENT

No. EEC/GU/03/2021   Date:26-02-2021

Online Applications are invited from eligible candidates for filling up the following vacant **posts under the Directorate of Animal Husbandry & Veterinary, Assam and the Directorate of Dairy Development, Assam**. Please visit GU External Examination Website at https://xex.gauhati.ac.in for information on online submission of application form. Online submission facility for applications will be available during **27th February, 2021 and 13th March, 2021**.

I. **THE POST WISE VACANCIES WITH PAY SCALE AND GRADE PAY AS ADMISSIBLE UNDER RULES ARE GIVEN BELOW:**

a. Under the Directorate of Animal Husbandry & Veterinary

Name of Posts	Number of Vacancies	Pay Scale & Grade Pay per month under Pay Band 2
Junior Assistant (HQ)	46	Rs.14000- Rs.60500 + Grade Pay Rs.6200
Junior Assistant (Sub-Ordinate)	99	Rs.14000- Rs.60500 + Grade Pay Rs.6200
Electrician/Plant Operator	11	Rs.14000- Rs.60500 + Grade Pay Rs.6200

b. Under the Directorate of Dairy Development

Name of Posts	Number of Vacancies	Pay Scale & Grade Pay per month under Pay Band 2
Junior Assistant (HQ)	15	Rs.14000- Rs.60500 + Grade Pay Rs.6200
Junior Assistant (Sub-Ordinate)	16	Rs.14000- Rs.60500 + Grade Pay Rs.6200

** Other allowances as admissible under the Rules will be additional.

** Number of vacancy may vary subject to recommendation of SLC on compassionate appointment to be held shortly.

II. CATEGORY WISE DISTRIBUTION OF POSTS AS PER POST BASED ROSTER ARE AS UNDER:

a. Under the Directorate of Animal Husbandry &Veterinary

Sl. No.	Name of Posts	No. of Posts	Category wise distribution											
			UR		OBC/MOBC		SC		ST(P)		ST (H)		EWS	
			Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW
1	Junior Assistant (HQ Level)	46	24	7	12	4	2	0	6	2	2	1	4	14
2	Junior Assistant (Sub-ordinate)	99	51	15	24	7	8	2	12	4	4	1	10	29
3	Electrician/Plant Operator	11	3	1	5	1	3	1	0	0	0	0	1	3

b. Under the Directorate of Dairy Development

Sl. No.	Name of Posts	No. of Posts	Category wise distribution											
			UR		OBC/MOBC		SC		ST(P)		ST (H)		EWS	
			Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW
1	Junior Assistant (HQ Level)	15	6	2	4	1	1	0	2	1	1	0	1	4
2	Junior Assistant (Sub-ordinate)	16	7	2	4	1	1	0	2	1	1	0	1	4

- Where there is no post reserved for any category, the candidate may apply against unreserved vacancies and will be considered for Un-reserved category of post.
- RFW stands for Reserved for Women, PWD stands for Person with Disabilities and EWS stands for Economically Weaker Section.

III. ELIGIBILITY CRITERIA:

The candidate must satisfy the following criteria.

a) **Nationality:** Candidates must be an Indian Citizen as defined under Article 5-8 of the Constitution of India and must be a permanent resident of Assam.

b) **Age:** Candidate should not be more than 40 years and less than 18 years of age as on 1st January, 2020

Relaxation: Upper age limit is relaxable as under:

i) 03 (three) years in case of candidates belonging to OBC/MOBC.

ii) 05 (five) years in case of candidates belonging to SC, ST (P) & ST (H).

Further, the upper age limit is relaxable by 2(two) years in case of Ex-serviceman as per Govt. Rules and 10 years in case of PWD candidates as per OM. No. ABP.6/2016/51 dated 2nd September, 2020.

For the purpose of determining the age limit, the Department will accept **only** the date of birth recorded in the Matriculation or equivalent examination certificate/Admit card issued by a recognized Education Board/Council. No other document relating to age such as horoscope, affidavit, birth extract from Municipal Corporation, Health Department, service record etc. will be accepted.

C) EDUCATIONAL QUALIFICATION:

Name of posts	Essential Qualification
1. Junior Assistant(HQ)	A candidate must possess a Bachelor degree from a recognized University or any examination declared equivalent by the Govt. Moreover, the candidate must possess knowledge of computer as specified below:- **(A)** Candidate must have good working knowledge of office productivity software tools (independent) of any operating system i.e. MS Windows Linux Mac etc. such as, (a)Word processor, (b)Spreadsheet , ©Presentation graphics, (d)Concept of Database, (e)Internet, (f)e-mail **(B)** Candidate must possess a minimum 6 (Six) months Diploma in Computer application/Knowledge from an Institute recognized by the Govt.
2. Junior Assistant(Sub-ordinate)	A candidate must possess a Bachelor degree from a recognized University or any examination declared equivalent by the Govt. Moreover, the candidate must possess knowledge of computer as specified below:- **(A)** Candidate must have good working knowledge of office productivity software tools (independent) of any operating system i.e. MS Windows Linux Mac etc. such as, (a)Word processor, (b) Spreadsheet, © Presentation graphics,

	(d) Concept of Database,	
	(e) Internet,	
	(f) e-mail	
	(B) Candidate must possess a minimum 6 (Six) months Diploma in Computer application/Knowledge from an Institute recognized by the Govt.	
3. Electrician/Plant Operator	HSLC or equivalent examination with 2 years of ITI Diploma in Electrical from any recognized Institute of Govt. of Assam.	

*This is as per Gazette Notification No. GAG (B) 469/2016/36 Dated March 15, 2017 by the General Administration (B) Department, Assam and published in the Assam Gazette N0.132 dated 7th April, 2017.

IV.   RESERVATION:

1. Reservation for OBC/MOBC, ST (P), SC and ST (H) will be as per Roster Register pursuant to existing Reservation Policy of the Govt. of Assam. Further, the reservation for Economically Weaker Section (EWS) under General category will be provided as per Govt. Notification No.ABP.07/2019/4, dated 10th April, 2019 by the Department of Personnel, Govt. of Assam.

   The benefit of reservation under EWS can be availed upon production of an income certificate issued by the Circle Officer of the Revenue Circle where the candidate and/or his family normally reside. The income certificate issued by any one of the following authorities in prescribed format as given in **Annexure- I** (uploaded in Department website) shall only be accepted as proof of candidate's claim as belonging to EWS.

2. Horizontal Reservation of Woman will be 33%. If no or less woman candidate is available for the post of Electrician/Plant Operator, the posts will be filled up by male candidates.
3. If sufficient number of EWS category candidate is not available for the post advertised for, the remaining posts will be filled up by General candidates.
4. 4% of posts are reserved for PWD as per Govt. of Assam OM No. ABP 180/2017/105 dated 7th January, 2019.

V.   HOW TO APPLY

i. The Candidates having the required essential qualification for the posts as mentioned above may apply for the posts by submitting online application through the official website www.gauhati.ac.in. Candidates may submit their preference as desired. The link for application will be available from 27th February, 2021 to 13th March, 2021.

ii. **THERE WILL BE NO APPLICATION FEE.**

iii. **Candidates will be required to upload scanned copies of the following**: -
   a) **Passport size photograph: -**

Please pay attention to upload good quality photograph. Poor quality of photograph uploaded will lead to rejection of your application. The admit card will be printed with the photograph you uploaded.

i) The photograph must be in colour and must be taken in a professional studio. Photograph taken using a mobile phone and other self-composed portraits are not acceptable.

ii) Photograph must be taken in a white or a very light background.

iii) The photograph must have been taken after 1st January, 2020.

iv) Face should occupy about 50% of the area in the photograph, and with a full face view looking into the camera directly.

v) The main features of the face must not be covered by hair of the head, any cloth or any shadow. Forehead, both eyes, nose, cheek, lip and chin should be clearly visible.

vi) If you normally wear spectacles, glare on glasses is not acceptable in your photo. Glare can be avoided with a slight downward tilt of the glasses for the photo shoot.

vii) You must not wear spectacles with dark or tinted glasses, only clear glasses are permitted.

viii) Ask your photo studio to provide the image in a JPEG format and also on a standard 4.5 cm x 3.5 cm (45mm x 35mm) print.

ix) Maximum pixel resolution for JPEG: 150 (W) x 200 (H) (Ask your studio to reduce it to this resolution if it is higher.

x) Pixel resolution for JPEG: 150 (W) x 200 (H) pixels

xi) The file size should be 200 - 500 kb (kilo bytes).

xii) For your own benefit, it may be prudent not to intentionally change your facial features or hair style from what is seen in the photograph until the day of the exam.

b) Signature: -

i) Please put your signature with a **black** or **dark blue ink** on a white paper.

ii) Get the signature digitally photographed / image scanned by a professional photo studio, and get the image cropped by the studio itself.

iii) Only JPEG image format will be accepted.

iv) The maximum pixel resolution for the image is 150 (W) x 200 (H)

v) Dimension of signature image should be 150 (width) x 50 (height) pixels

vi) The file size should be 30 - 100 kb (kilo bytes).

vii) Mobile phone photograph of signature is not acceptable and can result in disqualification of the application.

c) Documents: -

i) Certifcate of proof of Age (Pass Certifcate or Admit card of HSLC or equivalent examination).

ii) Certificate/Mark sheet of minimum educational qualification required for the concerned posts.

iii) Minimum 6 (Six) months basic computer certificate course of MS Word, MS Excel, internet browsing etc. from recognized Institute for Junior Assistant (HQ) & Junior Assistant (Sub-ordinate).

iv) ITI Diploma in Electrical from a recognized Institute of Govt. of Assam for the post of Electrician/Plant Operator.

v) Certificate of caste from the competent authority in respect of the candidates belonging to OBC/MOBC, SC, ST(P), ST(H).

vi) EWS certificate from Competent Authority if belong to EWS category.

vii) PWD certificate from Competent Authority if belong to PWD category.

viii) Employment Exchange Registration Card/Certificate.

The candidates will then click on the '**Submit'** button to indicate that they agree to all the entries made in the form and agree to all terms and conditions.

The candidates can then download the registration / application slip with Enrollment ID No.

It is mandatory for the candidates to mention their full/proper address with correct PIN Code, a valid email address and active mobile phone number in the application form as the same will be used to inform them regarding the status of their applications and convey other related information.

A candidate whose application is found to be in order will be called for written examination.

Admit Card: After Scrutiny of applications, the Admit cards will be generated online for the candidates found eligible and they will be intimated through SMS/Mail to download their Admit cards. The candidates whose application are rejected for any reason may see the reasons for rejection in the same link.

Candidates will be able to download the Admit Card / Call Letter from Department website by entering their Enrollment ID number or Mobile Number. The information will be uploaded on the Department website.

VI. **SELECTION PROCEDURE: -** OMR based written examination will be held for all category of posts at specified locations to be decided in due course of time. Where ever applicable, the shortlisted candidates will be called for a Computer Proficiency test/Skill test, the date and venue of which will be notified later on. Selection of candidates shall be on the basis of OMR

based written test and Computer proficiency test (As applicable). There will not be any Viva-Voce in the selection process against any of the posts.

A. There will be two phases of Tests (i) First Phase Test (OMR based Written Test) and (ii) Second Phase Test(Computer Proficiency Test) for the post of--

1. Junior Assistant (HQ) and
2. Junior Assistant (Sub-ordinate)

B. There will be only First Phase Test (Written test) for the post of Electricians to be held along with Junior Assistant (HQ) & Junior Assistant (Sub-ordinate).

VII.   MARKS FOR RECRUITMENT TEST:

1. Junior Assistant (HQ) & Junior Assistant (Sub-ordinate)

A) First Phase Test (Written Test)	-	100 marks
B) Second Phase Test (Computer Proficiency Test)		50 marks
Total	**-**	**150 marks**

2. Electrician/Plant Operator

A) First Phase Test (Written Test)	-	100 marks
Total	**-**	**100 marks**

3. FIRST PHASE - WRITTEN TEST: -

In the FIRST PHASE, candidates whose applications are found to be correct in all respects will be called for OMR based Written Test which will be conducted in the District/Regional Headquarter(s) or any other convenient venue(s) depending upon the number of candidates. The candidates will have to appear for the Written Test in the venue mentioned in his/her Admit Card.

The duration of the Written Test will be of **2 ½ hours** on the subjects as given below. The test will be of **100 marks with 100 questions** and will be completely OMR based. Each question will carry 1 (one) mark. There will be negative marking of ½ (half) mark for each wrong answer. The candidates will have to use black ball pen to answer the OMR based answer sheet on the following subjects: -

A. **For Junior Assistant(HQ) and Junior Assistant(Sub-ordinate)**

General awareness/General knowledge and Current affairs	20
History of India and Assam	20
General Mathematics.	20
English Language Proficiency	20
Logical Reasoning and Aptitude test	20
Total Marks for Written Test	100

B. **For Electrician/Plant Operator**

General English	10
General Knowledge and Intelligence with Special emphasis on Assam	30
Logical Reasoning and Quantitative Aptitude test	30
Technical Matter	30
Total Marks for Written Test	100

4. SECOND PHASE TEST FOR JUNIOR ASSISTANTS.

After completion of the Written Test, post wise merit list will be prepared for each category (UR, OBC/MOBC, SC, ST(P), ST(H), EWS and PWDs) as per vacancies for both males and females candidates on the basis of total marks scored in Written Test.

Candidates will be called for Second Phase Test on the basis of merit, in **1: 5** ratio of posts allotted in respect of each category (UR, OBC/MOBC, SC, ST(P), ST(H), EWS & PWDs) both males and females. If there are candidates scoring the same marks in Written Test as the last candidate selected for Second Phase Test by the 5 times formula in a particular case, the candidates scoring the same marks will also be called for Second Phase Test, and therefore the number may exceed the 5 times to that extent for that particular case and category only.

A list will be uploaded in the Department Website for Second Phase Test for Junior Assistant(HQ) and Junior Assistant(Sub-ordinate).

The SECOND PHASE TEST will be computer based examination to test the knowledge of computer relevant to posts applied for. The proficiency of computer operations will be tested in office productivity software tools (independent) of any operating system i.e. MS Windows Linux Mac etc. such as (a)Word processor,(b) Spread sheet,© Presentation graphics,(d) Concept of Database, (e) Internet, (f) e-mail.

VIII. <u>SCRUTINY OF DOCUMENTS:</u> -

Candidates will be required to carry **original Documents/Testimonials** when appearing for the Second Phase Test for scrutiny by the authority or any other convenient date fixed by the authority. Candidates failing to bring the originals will not be considered for such qualifications as claimed by him/her and no further rectifications will be entertained after the First Phase Test date.

A) **Testimonials / Documents (Original copies) to be submitted when appearing in Second Phase Test**:
   i.   Certificate of proof of age. (Admit card of H.S.L.C. or equivalent examination)
   ii. Certificate & Mark sheet of minimum educational qualification for the posts concerned.
   iii. Minimum 6 (Six) months basic computer certificate/diploma course.
   iv. Employment Exchange Registration Card/Certificate
   v.   Certificate of caste from the competent authority in respect of the candidates belonging to OBC/MOBC, SC, ST (P) & ST (H).
   vi. EWS certificate from Competent Authority if belong to EWS category.
   vii. PWD certificate from Competent Authority if belongs to PWD category.
   viii. 2 (two) copies of recent passport size photographs

IX. <u>FINAL MERIT LIST:</u> -

Based on the aggregate performance of the candidates in the Written Test & Computer Proficiency Test in case of Junior Assistants (HQ) and Junior Assistants (Sub-ordinate) AND written Test only in case of Electrician/Plant Operator, the Final Merit lists will be prepared category wise as per vacancies shown in the advertisement.

There will be only ONE Final Merit List for each cadre of posts category wise i.e. Unreserved, OBC/MOBC, SC, ST (P) and ST(H) separately for male and female as per vacancies for different posts. The horizontal reservation for EWS, Woman and PWDs will be shown in the same list.
<u>N.B</u>:

i. In case of a tie in marks, the candidate older in age will be placed higher in the merit list

ii. Further, candidates having same date of birth and have obtained equal marks, the candidate scoring higher marks in the minimum essential qualification for the post will be placed higher in the merit list.

iii. In case all posts reserved for EWS are not filled up by candidates belonging to EWS category during this recruitment process due to shortage of eligible candidates, the balance posts will be filled up by non EWS candidates of unreserved category.

X. <u>GENERAL INSTRUCTIONS TO THE CANDIDATES: -</u>

1. Canvassing directly or indirectly shall render such candidates unfit and ineligble for the post.

2. No TA / DA will be admissible to candidates for the journey and stay at any stage of the recruitment process.

3. The selection list confers no right to appointment unless the department is satisfied about suitability of the candidate after a thorough medical examination and verification of all essential documents for eligibility as may be considered necessary before appointment to the service / post.

4. Candidates will have to appear in **ALL** the stages of recruitment wherever required as stated herein above. If a candidate is absent from any stage his / her candidature will be cancelled.

5. Candidature will be summarily rejected at any stage of the recruitment process, if found not conforming to the official format/submitting incomplete information/wrong information/in complete requisite certificate (s)/misrepresentation of facts impersonation.

6. The Department will not be responsible for any discrepancies that may arise due to entry of wrong mobile number and email address by the candidate.

7. Incomplete / defective / invalid application will be summarily rejected.

8. The candidates who are employees of Govt. / PSUs / Autonomous bodies must obtain necessary permission in writing from the Competent Authority / Employer and a copy of the same may be produced during scrutiny of documents on the day of Computer Test or any day fixed by the Department.

9. The select list will remain valid for appointment from date of announcement of the result for one year or till the date of next advertisement of similar post whichever is earlier.

10. Newly Appointed candidates have to submit an undertaking that they will abide by the NEW PENSION RULES.

11. The Department reserves the right to make changes or cancel or postpone the recruitment process on specific grounds.

12. Fake documents / false information/misrepresentation of facts shall lead to rejection if detected at any stage before/after appointment and shall make the candidate liable to criminal proceeding as per existing law.

13. Offering of bribe or any favour by a candidate or by any individual on behalf of any candidate is a criminal offence. Such an activity shall result in immediate disqualification of the candidature of that particular candidate.

14. Candidates should mention their full/proper address with PIN Code.

15. In case of any ambiguity, the decision of the Department will be final.

16. The number of vacancies is subject to change and appointment to such vacancies will be decided by the Competent Authority at the time of appointment, based on merit, category wise as per the final merit list.

17. The final appointment after selection is subject to satisfactory Police Verification Report and Final Medical Examination Report as per existing norms. In case Police Verification Report or Final Medical Examination Report is found unsatisfactory, the candidature of such candidates will be rejected outright.

18. The Rules & Regulations, terms & conditions of the department will be applicable.

XI. TRANSPARENT PROCESS:

1) Candidates and the general public are requested to help Department in conducting the recruitment in just, fair and transparent manner.

2) A candidate is NOT required, to pay any amount of money at any stage of the recruitment process except for medical investigations, if required in the Govt. hospital.

3) Any complaint about demand for money or other malpractice can be sent to Department through mail address – assamvety@gmail.com

4) Complaints may also be sent by post to the following address:

    Director
    A.H. & Veterinary Department
    Chenikuthi, Guwahati-3

5) The identity of the complainant shall be kept confidential.

6) Anonymous complaints may not be entertained.

XII. GUIDE BOOKS:

A list of books for preparation of Animal Husbandry & Veterinary Department Recruitment, 2020 subject wise is given herewith. Although candidates have liberty to take help of any guide book available in the market but this will never guarantee in clearing concept to crack future examinations.

So, it is advised to read text books, carefully understand the concepts and then solve question papers of previous years. Candidate can buy these texts online or from any local shop.

1. Objective General English by S. P. Bakshi
2. Fast Track objective Arithmetic by Rajesh Verma
3. Analytical Reasoning by M. K. Pandey
4. Lucent's General Knowledge
5. Computer Awareness by Arihant

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