

Advertisement No. 07/2025-26

(Positions of Registrar, Controller of Examination & Medical Superintendent on tenure basis)

Banaras Hindu University (BHU), Varanasi invites online applications from Indian Citizens through the **Samarth portal** for the following posts to be filled on a fixed tenure of up to 5 years or till attaining the age of 62 years for Registrar & Controller of Examination and 65 years for Medical Superintendent, whichever is earlier -

Sl. No.	Name of the Post	No. of Posts	Pay level	Essential qualification & Desirable qualification
1.	Registrar	01 UR	Level-14	<p>E.Q.: a) Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed.</p> <p>b) At least 15 years of experience as Assistant Professor in the Academic Level 11 (Rs. 68,900-2,05,500 plus other allowances as per GoI Rules) and above OR with 8 years of service in the Academic Level 12 (Rs. 79,800-2,11,500 plus other allowances as per GoI Rules) 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 in the Pay Level 12 (Rs. 78,800-2,09,200 plus other allowances as per GoI Rules) or higher.</p> <p>D.Q.: Ph.D. degree, Degree in Management or L.L.B., Knowledge of Computers, Experience of e-governance.</p>
2.	Controller of Examination	01 UR		
3.	Medical Superintendent	01 UR		

Sl. No.	Name of the Post	No. of Posts	Pay level	Essential qualification & Desirable qualification
				<p>qualification in the specialty or Master's Degree in Hospital Administration of which at least 7 years should be in the administration of a major hospital with 300 or more beds in a senior position.</p> <p style="text-align: center;">OR</p> <p>Ten years post-qualification experience in hospital administration in hospitals with 300 or more beds in a senior position (not below Pay Level -12) (Rs. 78,800-2,09,200 plus other allowances as per GoI Rules).</p> <p>D.Q.: Master's degree in Hospital Administration OR a Post Graduate Degree recognized as equivalent to MHA (Master's in Hospital Administration) by the National Medical Commission (NMC) with experience in a NMC recognized medical college/institute.</p>

General Conditions:

1. Appointment to the posts of Registrar and Controller of Examination at BHU shall be made on a tenure basis initially for a period of **five years**. However, officers after attaining the age of superannuation at his/her parent organization may continue at BHU as a Registrar or a Controller of Examination, upto the age of 62 years or five years tenure appointment whichever is earlier. Similarly, for the post of Medical Superintendent the age of superannuation will be 65 years or five years tenure appointment whichever is earlier.
2. Candidates selected for Registrar/Controller of Examination shall also be eligible for re-appointment for a second term or till the age of superannuation, whichever is earlier.
3. A person already serving in this University shall, upon appointment as Registrar or Controller of Examination or Medical Superintendent, be entitled to retain lien, seniority, annual increments, and privileges relating to leave and terminal benefits on his/her substantive post for the entire duration of the term as Registrar or Controller of Examination or Medical Superintendent. Provided that an employee of any other University (i.e., a University other than this University), including an institution maintained by or admitted to the privileges of such University, or an institution admitted to the privileges of this University, or an employee of the Central Government or of any recognized institution, appointed as Registrar or Controller of Examination or Medical Superintendent, shall be governed by the standard terms and conditions of deputation as prescribed by the Central Government, as applicable.

The Registrar or Controller of Examination or Medical Superintendent shall be entitled to leave, leave salary, allowances, and other service benefits as prescribed by the University from time to time for the administrative staff of the University.

4. In accordance with DoPT O.M. No. AB-14017/11/2017-Estt.(RR) dated 05th February, 2018, the maximum age limit for candidates applying on deputation shall be 58 years as on the closing date for receipt of applications.
5. The University shall verify the antecedents and documents submitted by candidates at the time of appointment or during the tenure of service. In case, it is detected that the documents submitted by the candidates are fake or the candidate have undesirable clandestine antecedents and have suppressed the information, his/her services shall be liable to be terminated.
6. The applicant officer should have at least an overall grading of "Very Good" in the past five APARs/ACRs starting from 2021. In case, the applicant is a faculty member, he/she should have at-least "Good or Satisfactory" grading as per Appendix-II Table-I of UGC Regulations, 2018 in the past five APARs/ACRs starting from 2021.
7. The officer may also submit advance copies of their application forms directly before the last date of the application form. However, applicants will have to submit the No Objection Certificate/ Vigilance clearance, a certificate that the candidate will be relieved within one month of receipt of appointment offer, if he/she is selected & certified copies of APARs/ACRs from their employer within one month of last date of submission of application form, failing which their candidature will not be considered.
8. The selected candidates will have to sign a contract of employment with BHU. The roles and responsibilities of the Registrar or Controller of Examination or Medical Superintendent shall be governed by the Acts, Statutes & Ordinances of the BHU.
9. On-campus accommodation and medical facilities are available.
10. The incumbent will not have any legal right to claim regularization/appointment by absorption or any other form of further engagement upon completion of the tenure.
11. The service of appointee may during the period of contract, be terminated by the University at any time by three calendar months notice in writing given during service under this contract without any cause assigned. Provided always the University may in lieu of the notice herein provided give the appointee a sum equivalent to the amount of his basic pay for three months. The appointee may terminate his service by giving to the University three calendar months notice in writing.
12. Fulfilling qualifying norms does not entail a call for interview. Only candidates shortlisted on the basis of qualification and relevant experience will be called for interview.
13. Only the shortlisted candidates will be informed the date, time and venue of the interview.
14. Outstation candidates called for interview will be reimbursed travel expenses (up to economy class air fare) from the place of duty to Varanasi and back, on the production of tickets.

15. Any form of canvassing will lead to disqualification.
16. The University reserves the right to reject any or all applications without assigning any reasons. The University reserves the right to waive/relax any conditions.
17. Interested eligible candidates may apply online at the university website (www.bhu.ac.in/rac).

The last date for submission of the online application form is **09/02/2026, upto 5:00 P.M. (IST)**. The downloaded application form along with supporting documents should reach the Office of the Registrar, Recruitment & Assessment Cell, Holkar House, BHU, Varanasi-221005 on or before **14/02/2026, upto 5:00 p.m.**

Dated: 07.01.2026

Registrar, BHU