

काशी हिन्दू
विश्वविद्यालय



BANARAS HINDU
UNIVERSITY

AN INSTITUTION OF NATIONAL IMPORTANCE ESTABLISHED BY AN ACT OF PARLIAMENT

**Advertisement No. 03/2021-2022
(Opportunity for Engagement as Advisors and Administrative Professionals under
Institution of Eminence Scheme)**

Banaras Hindu University envisages to engage 10 **SENIOR OR RETIRED PERSONS** as Advisors and Administrative Professionals on a contract basis in the domains of general administration, development, audit and accounts, alumni relation and fundraising, legal affairs, civil works and services, electrical and air-conditioning, estate management, horticulture and landscaping, IT services, and campus security, etc.

The applicants for Advisors are expected to be **SENIOR OR RETIRED PROFESSIONALS FROM ACADEMIC/RESEARCH/GOVERNMENT ORGANISATIONS, PSUs, DEFENCE SERVICES, OR REPUTED PRIVATE SECTOR ORGANISATIONS** with significant experience in the relevant field. Their role will be to support the University administration to improve efficiency and effectiveness.

The applicants for Administrative Professionals are expected to be qualified individuals with a proven track record of efficient functioning in some aspects of administration. Their role will be to supplement the existing administrative departments of the University.

General Conditions:

1. Tenure: One year (Full time), extendable upon mutual consent of both parties.
2. Remuneration: Commensurate with the credentials of the candidate. The University provides medical facilities and may provide on-campus accommodation.
3. Selection will be based on the interview, and only the shortlisted candidates will be intimated well in advance of the date, time and mode of the interview.
4. The incumbent will not have any legal right to claim his/her regularisation/appointment by absorption or otherwise against any regular posts or any other further contractual engagement on termination of the contract.
5. The University reserves the right to reject any or all applications without assigning any reason. University reserves the right to waive/relax any conditions.
6. Outstation candidates called for interview shall be reimbursed travel expenses from the place of residence to Varanasi and back, as per instruction in the call letter, on the production of tickets.
7. No interim correspondence will be entertained. Canvassing in any form shall lead to automatic disqualification.
8. Fulfilling qualifying norms does not entail a call for an interview. Only candidates shortlisted on the basis of better qualification and quality of relevant experience shall be called for interview.

Interested eligible candidates may apply online at the university website (www.bhu.ac.in). This is a rolling advertisement, and the University will consider the applications from time to time as per its requirements. In the first instance, applications received by **26th June, 2022** will be considered on priority.

NOTE: The candidates are required to submit their application form alongwith all the enclosures in a single PDF on email : ioe.prohiring@bhu.ac.in latest by 26th June, 2022.

Dated : 27.05.2022

Registrar