



राष्ट्रीय खेल विश्वविद्यालय, इम्फाल, मणिपुर
(केन्द्रीय विश्वविद्यालय)
भारत सरकार, युवा कार्यक्रम एवं खेल मंत्रालय
NATIONAL SPORTS UNIVERSITY, IMPHAL, MANIPUR
(A Central University)
Government of India, Ministry of Youth Affairs and Sports

F.No.7.NSU/EST-POST(NT)/P-Advt/20

Dated: 18/08/2020

ADVERTISEMENT

Invitation of Application for the post of Deputy Controller of Examination

Applications are invited in the prescribed proforma from eligible candidates for filling up 01(one) post of Deputy Controller of Examination on deputation basis in the National Sports University, Imphal.

For details of minimum eligibility, application proforma and other terms and conditions etc. please visit University Website www.nsu.ac.in.

The duly completed application form in all respects along with self attested scanned copies of testimonial/certificates and forwarding from the Controlling Authority in the prescribed proforma, should be sent to the email: cell-recruitment@nsu.ac.in so as to reach/received on or before 30th September, 2020.

Sd/-

Registrar

Advertisement for the post of Deputy Controller of Examination

Applications are invited from the eligible candidates for filling up 01(one) post of Deputy Controller of Examination on deputation basis in the National Sports University, Imphal from persons possessing qualifications and experience given below in the prescribed proforma:

Name of the Post and Pay Level	Deputy Controller of Examination-Level 12 (Rs 78800 – 209200) of 7 th CPC Pay Matrix
Mode of Recruitment	Deputation
Period of Deputation	The period of deputation shall ordinarily be 3 (three) years which can be extended further at the sole discretion of the University.
Age Limit	The age shall not exceed 56 years. The age of applicants would be reckoned as on closing date of receipt of application.
Job Description	To look after all examinations and others related work of the University.
Eligibility/Essential Criteria	Officer from the Central/State Government or Institutions of National importance or University/University level Institutions. a) Holding analogous posts on regular basis with three years regular service in Level-11 of 7 th CPC Pay Matrix or with 5 years regular service in Level-10 of 7 th CPC Pay Matrix. b) Experience in the area of administration and management of examination and others related work. c) Possessing educational qualification: Master Degree with at least 55% marks or its equivalent grade of 'B' in the UGC 7 point scale.
How to apply	The duly completed application form in all respects along with self attested scanned copy of testimonial/certificates and forwarding from the Cadre Controlling Authority in the prescribed proforma, should be send to the email: cell-recruitment@nsu.ac.in so as to reach/received on or before 30 th September, 2020.

Please note the following instructions:

- i. NSU reserves the right to fill or not to fill the above post.
- ii. The candidates are requested to submit their application in the prescribed proforma (available on NSU's website:www.nsu.ac.in) through proper channel accompanied with an authenticated statement showing the ACR/APARs Grading of preceding five years duly signed and stamped by the Competent Authority of the concerned office. Candidates should also enclosed self attested copies of documents in support of educational and other qualifications and experience etc. The applications without these documents will be rejected summarily.
- iii. The last date for submission of application by email is 30th September, 2020.

- iv. It shall be the responsibility of the candidate to assess his own eligibility for the post for which he is applying in accordance with the prescribed qualifications, experience, etc., and submit his application duly filled-in, along with the desired information and documents as per the advertisement. Suppression of factual information, supply of fake documents, providing false or misleading information or canvassing in any manner on the part of the candidates shall lead to his disqualification.
- v. An appointment on deputation shall be initially for a period of three years which may be extended further at the discretion of the Competent Authority subject to satisfactory performance and after obtaining the consent of the parent department. The University, however, shall have the right to repatriate the incumbent at any time even before the prescribed period in case his performance, integrity or conducts are found to be unsatisfactory at any stage, in the opinion of the Competent Authority.
- vi. The person appointed shall be governed by the Act/ Statutes/ Ordinances/ Rules of the University and also the CCS (Conduct) Rules, 1964, CCS (CCA) Rule,1965 or any other rules of the Government of India, as amended from time to time wherever applicable.
- vii. The candidate shall bring all original certificates relating to his age, qualifications, experience, etc., at the time of tests/interview. In case the candidate fails to submit the original documents for verification of the certified photocopies of the enclosures to his application, he may not be allowed to appear at the tests/interview and his candidature may be treated as cancelled without any further communication in this regard.
- viii. Candidates are requested to check the University Website regularly for the latest updated information and further announcements and changes.
- ix. Any queries regarding the application may be address to the Registrar, NSU, Imphal at registrar@nsu.ac.in

Sd/-

Registrar

Enclosure: Pro-forma

PROFORMA OF APPLICATION FOR THE POST OF DEPUTY CONTROLLER OF EXAMINATION (ON DEPUTATION)

Recent Passport
Photo

1. Name and Address (in Block letters) :
2. Date of Birth :
3. Age as on last date of submission of application :
4. Date of superannuation from the present service :
5. Gender :
6. Correspondence address :
7. i) Mobile No.:
- ii) Email address:
8. Name and address of the organisation where presently working: :
9. Education Qualification :
10. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature.

S.No.	Office/ Institutions	Post held	From	To	Pay Level and Basic Pay held on regular basis	Nature of Duties (in details)

11. Nature of present employment i.e. Temporary or Quasi-Permanent or Permanent :
12. Present Pay Level and Basic Pay :
13. In case the present employment is held on deputation/contract basis, Please state:
 - a. The date of initial appointment :
 - b. Period of appointment on deputation/contract :
 - c. Name of the parent office/organization to which you belong :
14. Additional details about present employment. Please state whether working under (indicate the name of your employer against the relevant column) :

- Central Govt. :
State Govt. :
Autonomous Organization :
Government Undertaking :
Universities :
Others :
15. Are you in 7th CPC Revised Scale of Pay? If yes, give the date from which the revision took place also indicate the pre-revised Scale :
16. Total emoluments per month now drawn:
17. Language known :
18. Additional information, if any, which you would like to mention, in support of your suitability for the post (This among other thing may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient):
19. Remarks/Achievements (if any):

DECLARATION

I solemnly declare that the details given above in the application form are correct to the best of my knowledge and belief. In case any of the details in the application form are found false at a later stage, my candidature / appointment may be cancelled / withdrawn.

(Signature of the Candidate)

Date: _____
Place : _____

(FOR USE OF FORWARDING OFFICE)

It is certified that the details provided by the applicant as above are correct as per our records. No Vigilance / disciplinary case is either pending or contemplated against the officer

and no penalty, major or minor, was imposed on the officer during the last 10 years and his integrity is beyond doubt.

If selected, the individual will be relieved immediately.

2. The officer's CR Dossier in original /photocopies of the ACRs/APARs for the last 5 years duly attested are enclosed.

(Signature of the Head of the office)

Name _____

Designation _____

Seal of the office _____

Date: _____

Place: _____

(* Note: If ACRs/APARs not adopted/not relevant the employer has to categorically certify the same in lieu of sending ACRs/APARs.)