



केन्द्रीय कृषि विश्वविद्यालय  
CENTRAL AGRICULTURAL UNIVERSITY

इम्फाल - ७९५००४, मणिपुर

Imphal - 795 004, Manipur

फैक्स न. ०३८५ - २४१५१९६, दुर्वाश न. - ०३८५ - २४१०६४४

Fax No. 0385 241196, Phone No. 0385-2410044

**Advertisement No. 5/2015**  
**Imphal, the 8<sup>th</sup> October, 2015**

No. CAU/Reg/93/Appt.-B/96/ २१२५ : Applications are invited for filling up the under mentioned posts on direct recruitment basis for the University Headquarters and different campuses of Central Agricultural University, Imphal. The applications in the prescribed format along with attested copies of educational qualifications, certificates, mark sheets, age proof certificate, Caste/Tribe certificate, 2(two) passport size photographs and other testimonials should be sent to the **Registrar, Central Agricultural University, Imphal, Manipur** along with prescribed fee of Rs. 500/ (Rs. 250/- in case of SC/ST/PH/Ex-Service man) in the form of Demand Draft/IPO drawn in favour of **Comptroller, Central Agricultural University, Imphal**. No application without complete documents and fee shall be entertained. Woman candidates are exempted from payment of prescribed fee.

Sl. No.	Post	CAU Hqs., Imphal	College of Agriculture, Imphal	College of Vety. Sc. & A.H., Aizawl	College of Fisheries, Lembucherra	College of Horticulture & Forestry, Pashighat	College of Home Science, Tura	College of PG Studies, Barapani	College of Agril. Engg. & PHT, Ranipool
1.	Architect	1(UR)	-	-	-	-	-	-	-
2.	Editor	2 (UR)	-	-	-	-	-	-	-
3.a	Junior Engineer (Civil)	1(UR)	1(UR)	1(ST)	1(SC)	1(UR)	1(UR)	1(UR)	1(UR)
3.b	Junior Engineer (Electrical)	1(UR)	1(UR)	-	-	-	-	-	-
4.	Personal Assistant	2 (SC/UR)	-	1(UR)	-	-	-	1(UR)	1(UR)
5.	Horticulture Assistant	-	-	-	1(UR)	-	-	1(UR)	-
6.	Library Assistant	-	1(UR)	1(UR)	-	2(UR)	2(UR)	2(UR)	2(UR)
7.	Livestock/Farm Assistant	-	-	-	2 (ST/UR)	-	-	2(UR)	-
8.	Stenographer Grade-III	2(ST) 4(UR)	-	-	-	-	-	-	-
9.	Lower Division Clerk	20 (4-ST/ 5-OBC/ 11-UR)	7 (1-ST/ 2-OBC/ 4-UR)	-	6 (1-SC/ 5-UR)	6 (3-ST/ 3-UR)	-	4(UR)	-
10.	Driver	4 (1-ST/ 3-UR)	-	-	-	-	-	-	-
11.	Multi Tasking Staff	1(SC) 2(OBC)	-	-	-	-	-	-	-

**Age:** The candidate for recruitment to the posts should be between 18-35 years. The maximum age is relaxable for SC/ST/OBC and Government employees as per Central Govt. rules.

**Scale of Pay:**

Sl.No. 1	Rs.15600-39100+GP Rs.6600/-
Sl.No. 2	Rs.15600-39100 + GP Rs.5400/-
Sl. No. 3 - 5	Rs.9300-34800 + GP Rs.4200/-
Sl. No. 6	Rs.5200-20200 + GP Rs.2800/-
Sl. No. 7 - 8	Rs.5200-20200 + GP Rs.2400/-
Sl. No. 9 -10	Rs.5200-20200 + GP Rs.1900/-
Sl. No. 11	Rs.5200-20200 + GP Rs.1800/-

**1. Architect**

**Essential :**

- (i) B. Arch. Degree from a recognized Institution/University
- (ii) 5 year experience of working as Asst. Architect in the Grade Pay of Rs.5400/-

**Desirable :**

Experience in designing university/scientific lab buildings of repute

**2. Editor**

**Essential :**

- (i) Master degree in English/Agriculture with at least 55% marks
- (ii) 2 yrs. experience of editing/publication of research/Farm Journal in English/Hindi

**Desirable :**

Diploma in Journalism and information science from a recognized institution of repute.

**3. Junior Engineer  
(Civil/Electrical)**

**Essential :**

A high second class Graduate in Civil/Electrical Engineering from a recognized institution.

**Desirable :**

Experience of working knowledge in construction supervision work in a reputed organization.

**4. Personal Assistant**

**Essential :**

- i) Bachelor's degree from a recognized university or 2 years diploma in Secretarial Practice from Govt. recognized institution following 10+2 schooling.
- ii) Speed of shorthand 100 WPM in English
- iii) Typing speed 50 wpm in English in computer

**Desirable :**

Good knowledge of computer application

**5. Horticulture  
Assistant**

**Essential :**

Master's degree in Horticulture Or Bachelor's degree in Agriculture with specialization in Horticulture with minimum 5 years experience in the relevant area

**Desirable :**

Working knowledge of both English and Hindi.

**6. Library Assistant**

**Essential :**

Bachelor's degree in Library/Documentation Science or equivalent

**Desirable :**

Working knowledge of both English and Hindi

**7. Livestock/Farm  
Assistant**

**Essential :**

Bachelor's degree in Agriculture/Horticulture/Fisheries or B.Sc. with Zoology and minimum two years experience in Fish Farm Management.

**Desirable :**

Working knowledge of both English and Hindi

- 8. Stenographer  
Grade - III**      **Essential :**  
 i) Bachelor's degree from a recognized institution/university or a 2 years diploma in Secretarial Practices following 10+2 schooling  
 ii) Shorthand speed of 80 words (English) and typing speed 40 words per minute in computer.  
**Desirable :**  
 Good knowledge of computer application
- 9. Lower Division Clerk**      **Essential :**  
 i) 12<sup>th</sup> Class or equivalent qualification from a recognized Board or University  
 ii) A Typing Speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on computer.  
 (35 w.p.m. correspond to 10500 KDPH on an average of 5 key depression for each word)
- 10. Driver**      **Essential :**  
 i) Passed class 10<sup>th</sup> examination from a recognized School/Board  
 ii) At least 3 years experience of driving after obtaining driving license from a recognized authority.  
**Desirable :** Experience of driving heavy vehicle with knowledge of Hindi and English
- 11. Multi Tasking Staff**      **Essential :**  
 10<sup>th</sup> passed with good physique. Proficiency in the concerned trade.

**Note :**

1. The completed application form along with prescribed fee should reach the office of the **Registrar, Central Agricultural University, Imphal on or before 21.11.2015**. Name of the post applied for must be super scribed on the envelope.
2. Application must be accompanied by attested copies of mark sheets, certificates, experience certificates etc. in support of eligibility. No additional certificates will be accepted after the due date.
3. Candidates already in service should submit their application through proper channel. Candidates anticipating delay in processing through proper channel may submit an advance copy of the application directly with required application fee. However, candidate will have to produce No Objection Certificate at the time of interview, failing which such candidates will not be allowed to appear in the interview.
4. Application, which are incomplete/not in the prescribed form/received after the due date/received without prescribed application fee shall not be considered. The university shall not be responsible for any postal delay or loss in transit.
5. Only short listed candidates will be called for interview.
6. The university reserves the right to increase or decrease the number of posts to be filled up or not to fill up some of the posts.

  
21.11.15

REGISTRAR



## FORMAT OF APPLICATION

Photograph

Name of the Post applied for :

(Please indicate whether the post applied for is belong to University Hqs. or a constituent College by mentioning the name of the college)

Demand Draft /IPO No. and date :

1. Name (Full in block letters) :

2. Date of birth :

3. Father's name :

4. Mother's name :

5. Address :

6. Nationality :

7. Category (Whether General/SC/ST/OBC) :

8. Whether Ex-serviceman/PWD :

9. Educational Qualifications in a Table (in chronological order)

Sl. No.	Name of the Board/University	Class	Year of passing	Division	% of marks

10. Experience

Sl. No.	Name of the post held	Name of the Dept.	Period from	Pay Band

11. Any other qualifications/activities (may be used separate sheet)

Certified that the above information are true to the best of my knowledge and belief. Any information if found to be wrong at any stage, candidature shall be cancelled without further enquiry.

Date :

Signature of the applicant

List of Enclosures :