



Website: www.ouat.nic.in
E-Mail: registrarouat@gmail.com
☎-0674-2397818 / 919, Fax-0674-2397424

ଓଡ଼ିଶା କୃଷି ଓ ବୈଷୟିକ ବିଶ୍ୱବିଦ୍ୟାଳୟ, ଭୁବନେଶ୍ୱର-୭୫୧୦୦୩, ଓଡ଼ିଶା

ORISSA UNIVERSITY OF AGRICULTURE & TECHNOLOGY
Bhubaneswar - 751 003, Odisha



ନାମ

E-II-II- 52 / 2008- **4040** / UAT., dated. 10th February, 2017

CIRCULAR

Applications are invited a fresh from amongst the Professors and persons of equivalent rank of this University for the following posts under this University.

- (1) Dean, Faculty of Agricultural Engineering & Technology**
- (2) Dean, Extension Education**
- (3) Dean, PGF-cum-DRI**

The prescribed application form, information sheet containing the details of qualification, experience and other required conditions in respect of the above posts is mentioned in **Annexure-A to C**. The general information and instruction to the candidate can be downloaded from University website : **ouat.nic.in**. The application form complete in all respect along with self attested copies of all certificates, mark sheets of all examination passed, experience certificate, if any, and research publications by Registered post/ Speed Post latest **by 10th March, 2017** upto **5.00 P.M.** and it should addressed to the **Registrar, OUAT, Bhubaneswar-751003, Odisha**. Upto date Self Appraisal Report (SAR) is required in the selection. In the case publication, candidates must give recent NAAS rating of each publication year wise starting with 2017 and then back years in a tabular format leaving one column for official use. Application received after the last date shall not be entertained. The University shall not be held responsible for any loss or delay in postal transaction. In complete application shall be summarily rejected.

Fees of the application for the post :

Rs.1,000/- (Rupees one thousand) only shall be deposited in favour of '**Comptroller, OUAT, Bhubaneswar**' in SBI Account No.**10173711536** of State Bank of India, OUAT Campus Branch, Bhubaneswar by deposit pay slip and the candidate who are depositing the application fee other than the OUAT Campus Branch, Bhubaneswar shall have to deposit Rs.1,000/- + Rs.50/- (towards intercity bank charges) in total **Rs.1,050/-** (Rupees one thousand fifty) only. The candidate should enclose the duly signed in original counter foil in the application form. **Other mode of payment shall not be considered.**

Essential qualification and experience shall be considered on the last date of receipt of application form.

The candidate shall apply through proper channel, failing which their application will not be considered. Applicants are required to submit applications for each of the post of Deans mentioned above separately. He/she has to submit advance copy of original application to avoid delay.

Applicants should be prepared to appear the interview at Bhubaneswar at their own cost. The University reserves right to cancel the interview of the entire process of selection, if so required.

By Order of the Vice-Chancellor,
Sd/- William Bilung
Registrar

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Memo No. **4041** / UAT., dated. 10.02.2017

copy along with copy of the Annexure forwarded to all Deans/ Directors/ Associate Deans / All Associate Directors of Research of RRTTS/ All Heads of the Department of constituent Colleges of OUAT/ All Senior Scientist and Head (Programme Coordinators) of KVKs/ Research Officers of all the schemes/ Chief Librarian, Central Library, OUAT/ Medical Officer, OUAT Health Centre/ Controller of Examination, OUAT, Bhubaneswar for information and necessary action.

Assistant Registrar (Estt.)

Memo No. **4042** /UAT., dated. 10.02.2017

Copy along with copy of the Annexure forwarded to the Comptroller, OUAT, Bhubaneswar for information and necessary action.

Assistant Registrar (Estt.)

Memo No. **4043** /UAT., dated. 10.02.2017

Copy along with copy of the Annexure forwarded to the Secretary to V.C. for kind information of the Vice-Chancellor.

Assistant Registrar (Estt.)

Memo No. **4044** /UAT., dated. 10.02.2017

Copy along with copy of the Annexure and other documents with a soft copy forwarded to the Director, Planning Monitoring and Evaluation, OUAT, Bhubaneswar for information and necessary action with a request to publish in OUAT website: **ouat.nic.in** for wide circulation.

Assistant Registrar (Estt.)

C.C. to Section Officer, Cash, Accounts Section / Central Store / Estt.I / Superintendent (Issue).

Manoj*324-01-17

INFORMATION SHEET

Last date of receipt of application: 10th March, 2017 up to 5.00 P.M.

1. Name of the post : **Dean, Faculty of Agricultural Engineering and Technology, OUAT**
2. No. of vacancy : 01 (One)
3. Terms of appointment : He shall be appointed for a term of 03 (three) years normally on rotational basis.

Provided that he may hold office for a subsequent term of three years, if he is selected again for such further term.

4. Eligibility and qualification : The Dean, Faculty of Agricultural Engineering and Technology shall be selected from amongst the Professors of the University or the persons of equivalent rank having experience as such for a minimum period of 05 (five) years in the concerned faculty.

The Dean of Faculty shall be a person trained in one or more branches of Agriculture or Allied Science with a distinguished academic career and good reputation for his competency in teaching/ research and/ or extension and academic administration.

5. Age of retirement : 60 (sixty) years

INFORMATION SHEET

Last date of receipt of application: 10th March, 2017 up to 5.00 P.M.

1. Name of the post : **Dean, Extension Education**
2. No. of vacancy : 01 (One)
3. Terms of appointment : He shall be appointed for a term of 03 (three) years normally on rotational basis.

He may hold office for a subsequent term of three years, if he is selected again for such further term.
4. Eligibility and qualification : The Dean, Extension Education shall be selected from amongst the Professors of the University or the persons of equivalent rank having experience as such for a minimum period of 05 (five) years in any Faculty except the College of Engineering and Technology.

The Dean, Extension Education shall be a person trained in one or more branches of Agriculture or Allied Science.

Desirable qualifications will include Post Graduate training in Extension Education and experience in Extension field programmes. He shall have good reputation for his competence in teaching, research or extension and in extension administration. He shall be responsible for planning and execution of programmes of extension work based upon the results of research and shall be able to shoulder the duties and responsibilities prescribed in the Act and the Statute.
5. Age of retirement : 60 (sixty) years

INFORMATION SHEET

Last date of receipt of application: 10th March, 2017 up to 5.00 P.M.

1. Name of the post : **Dean, PGF-cum-DRI**
2. No. of vacancy : 01 (One)
3. Terms of appointment : He shall be appointed for a term of 03 (three) years normally on rotational basis.

Provided that he may hold office for a subsequent term of three years, if he is selected again for such further term.

4. Eligibility and qualification : The Dean, PGF-Cum-DRI shall be selected from amongst the Professors of the University or the persons of equivalent rank having experience as such for a minimum period of 05 (five) years under any faculty offering post graduate studies in the University , except the College of Engineering and Technology.

The Dean, PGF-cum-DRI shall be a person trained in one or more branches of Agriculture or Allied Science with a distinguished academic career and good reputation for his competency in teaching/ research and/ or extension and academic administration.

5. Age of retirement : 60 (sixty) years



ORISSA UNIVERSITY OF AGRICULTURE & TECHNOLOGY

Bhubaneswar - 751 003, Odisha



APPLICATION FORM

Circular No..... dated.....

Application for the post of

Affix signed
passport size
recent colour
photographs

DETAILS OF BANK DEPOSIT

1. Name of the Bank
2. Amount (Rs.) (Rupees.) only
(attached original counter foil of required amount duly signed by the candidate in support of evidence)

PERSONAL HISTORY

(1) Full Name of the candidate :
(in block capital)

(2) Address for communication (3) Permanent address

.....

.....

Pin-

Pin-

Telephone : Telephone :

Mobile : Mobile :

E-Mail ID : E-Mail ID :

(Any change of address should be reported in writing at once to the Registrar, OUAT, Bhubaneswar)

(4) Date of birth (As recorded in the ICSE/ CBSE/ High School Certificate) :

(5) Birth Place :

Home State : Home Town :

(6) Nationality :

(7) Sex : (Male / Female) (8) Mother tongue :

(9) Marital Status : Single Married Widow (er)
(If Married whether he has got two wives)

(10) Whether belongs to ST SC SEBC..... PH..... Other
(Attached authenticate Caste Certificate from the competent authority)

(11) Language Known

Language Proficiency	Speak	Read	Write

-: 2 :-

(12) Any medical disability (pl. Specify) :

(13) Father's/ Husband's Name, :
 occupation / and address

(14) **Educational qualification :**

	Name of the Examination	Name of Board/ University	Division/ percent/ Final grade/	Field of specialization		Year of joining	Year of passing	Subject taken in Hons/ distinction
				Major	Minor			
(i)	Matriculation							
(ii)	Intermediate							
(iii)	Bachelor Degree							
(iv)	Master Degree							
(v)	M. Phil degree							
(vi)	Ph.D. degree							
(vii)	N.E.T.							
(viii)								

Photo copies of certificates & transcripts must be attached in support of evidence for consideration of candidature.

(15) **(i) Publications :** (Attach list of Publications)
Candidate must give recent NAAS rating of each publication year wise starting with 2017 and then back years.

	Particulars	No. of Articles/ Booklet published
(a)	Research paper published in International Journal	:
(b)	Research Paper published in National Journal	:
(c)	Popular articles and booklets.	:
(d)	Books / manuals.	:

Note: The published articles and duly accepted articles with letter of acceptance and Manuscript are to be included only and not articles sent for publication

(ii)

Name of the paper	Name of the journal	Year of publication	Recent NAAS Rating	Official use

(16) **Medals / Awards**

	Particulars	Name of the Medals/ Awards	Year in which received	Name of the organization
(i)	Awarded on academic achievements			
(ii)	Awarded for scientific contribution			

(17) Seminar / Symposium / Workshop / Summer Institute attended (Attach certificate /documents)

	Particulars	Number attended	Duration (days)
(a)	Seminar		
(b)	Symposium		
(c)	Workshop		
(d)	Summer / winter		

(18) Project (s) conducted and on-going project

Particulars	Details of project/ research scheme
Project/ scientific research scheme conducted	:
on the basis of personal bio-data through the institution like ICAR/ CSIR/UGC & other agencies.	

Note: If more space is required, please give details in separate sheet giving number

(19) Membership

	Particulars (Members in)	Details
(a)	Scientific/ Govt. Board / Committee / Society	
(b)	Panel on Editorial Board of National Level Journal.	

Note: If more space is required, please give details in separate sheet giving number

(20) Experience (Employment Record)

Experience regarding previous and present employment (Attach the certificate/ orders, if any)

Name and nature of post or appointment of	Date of joining	Date of leaving	Salary drawn (Basic Pay)	Employer's name and address	Reason for leaving service

(21) Abstract of experience

	Particulars	Year	Month	days
(a)	Experience below Assistant Professor and its equiv. cadre in research & extension			
(b)	Experience in the cadre of Assistant Professor and its equivalent cadre in research & extension			
(c)	Experience in the cadre of Associate Professor and its equivalent cadre in research & extension			
(d)	Experience in the cadre of Professor and its equivalent cadre in research & extension			

(22) **Total teaching experience**

Under graduate teaching			
Post graduate teaching			

(23) Any other work done since leaving College with date.

(24) Extra Activity

	Particulars	Place where you have worked	No. of days
(a)	Chairman / Ex-Officio/ Administrative Head		
(b)	Warden/ Asst. Warden		
©	Members of committees of University/ College		
(d)	Student Advisory Board of Faculty		
(e)	NCC/ NSS Officer		

(25) Foreign Country visited (if any)

Name of the Country	Period of visit		Purpose of Visit (Give complete details)
	From	To	

(26) Give details

- (a) Distinctions gained in school or college :
games and sports.
- (b) Present recreation, hobbies and other :
interest (e.g. in the fine arts or in
organizing social and public welfare)

(27) Name, address and profession of two (02) referees who should be responsible persons not related to the candidate or connected with his/her school or college but well acquainted with his/her private life.

Name of the referees	Full Address and telephone number	Period, he has known the candidate
(1)		
(2)		

(28) Whether, you have punished/ dismissed or : Yes No
convicted by any institution/ Govt./ Court,
if yes please give details on separate sheet

(29) If appointment is offered, when can the :
candidate join the post

(30) Details of enclosures : :

DECLARATION

I hereby declare that the information furnished above is true and correct to the best of my knowledge and belief

Place :
Date:

Full signature of the applicant

FOR USE OF IN-SERVICE APPLICANT
(Certificate to be given by the Head of Institution / Office or Employer)

Certified that Dr. / Shri./ Smt. / Kumari.
Is working as in this
Department/ Office / Institute / Organization. I have no objection to his / her application being
considered for this post. He /She will be relieved as per rules, if he/she is selected for the said post.
The information furnished in the application are verified.

No. Signature :
Dated. Designation :
Office Stamp :

DETAILS OF ENCLOSURES

- | | |
|-----|------|
| (1) | (6) |
| (2) | (7) |
| (3) | (8) |
| (4) | (9) |
| (5) | (10) |

GENERAL INFORMATION AND INSTRUCTION TO CANDIDATE

(To be retained by the Candidate)

INSTRUCTIONS (Important)

1. Before filing/submitting the application form, candidates are advised to go through the qualification prescribed for the post and make sure that he/she possesses the same.
2. Please make sure that all the entries in this form are written down neatly and legibly.
3. The application should be :
 - i. Completed in all respect.
 - ii. Supported with self attested copies of all Academic Certificates.
 - iii. Routed through proper channel
 - iv. Original counter foil of the fees deposited for the post with duly signed by the candidate the same
4. In-complete application shall not be considered.
5. The application must reach the Registrar, Orissa University of Agriculture and Technology (OUAT), Bhubaneswar-751003, Odisha on or before the last date and time prescribed for receipt of applications. Application received after the last date and time shall stand rejected automatically.
6. To avoid delay in the receipt of the application through proper channel, the candidate is advised to submit an advance copy of his/her application (Complete in all respect) before the closing date and time.
7. Application without the prescribed fees and original counter foil, be rejected.
8. **The Self Appraisal Report (SAR) (up dated) of the candidate is required to available at the time of interview.**

GENERAL INSTRUCTIONS / INFORMATION

(A) FILLING THE FORM

- (1) Documentary proof in support of experience and Academic Qualifications indicated in the application form should be attached alongwith the application form failing which the application shall be treated as in-complete and will be rejected.
- (2) The most important entries in this form are details of Academic Qualification, list of Publications, Teaching, Research and Extension Experience record. Please make sure that all the details are given in the form in which they are required.
- (3) Item No. 15 deals with your publication. Please, give details of title of paper, name of author(s), name of the journal, volume and pages in a separate sheet which have been published or printed. Also you may give reference of papers which have been accepted for publication by a standard journal (Photo copy of the acceptance letter of the Chief Editor/ Editor with the manuscript should be enclosed). **Candidates must give recent NAAS rating of each publication year wise starting with 2017 and then back years .**
- (4) A recent passport size colour photograph should be pasted on the application form in the space provided for the purpose.

(B) REGARDING FEES :

Fees Rs.1,000/- Plus Rs.50/- towards intercity bank charge in total **Rs.1,050/-** (Rupees one thousand fifty) only for each post of Dean shall be deposited in favour of 'Comptroller, OUAT, Bhubaneswar' in SBI Account No.**10173711536** of State Bank of India, OUAT Campus Branch, Bhubaneswar by deposit pay slip and the candidate should enclose the original counter foil duly signed on the same in the application form.

(C) MAILING THE APPLICATION FORM :

- (1) The application form alongwith all relevant documents should be sent to the "Registrar, Orissa University of Agriculture & Technology (OUAT), Bhubaneswar-751003", Odisha
- (2) The application form should be sent under Speed Post / Registered Post.

(D) NOTICE :

- (a) The furnishing of false information or suppression of any factual information in the application would be a dis-qualification and candidate will not be considered for employment under this University. Any such false information comes to the notice of the Authority at any time during service period of person, his service would be liable to be terminated.
- (b) No correspondence will be entertained from the candidates in connection with the process of selection/ test/ interview/ appointment. Canvassing in any form will be a disqualification.