



**MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL
(Formerly WEST BENGAL UNIVERSITY OF TECHNOLOGY)
Main Campus: NH 12, Haringhata, Post Office - Simhat, Police Station – Haringhata, Pin - 741249
City Campus: BF-142, Sector -I, Salt Lake, Kolkata -700 064**

Advt. No. MAKAUT/REG/VACANCY/08/2021

Dated: September 06, 2021

Applications are invited for appointment to Security Officer (on contract) at MAKAUT, WB as stated below with the following eligibility criteria:

Security Officer (on Contract):

Essential Qualification & Experience for Security Officer:

Graduate in any discipline with at least 55% marks or equivalent CGPA from a recognized University/Institute with 8 years of experience in Supervisory grade plus Fire Fighting training and able to ride light Vehicle/Motorcycle.

Desirable: Officers at the level of Deputy Superintendent of Police/Assistant Commandant or equivalent and Divisional Officer's Course from NFSC/CISF or Central/State training centres or from reputed Institute/University.

Pay : Fixed monthly salary Rs.50,000/- (fixed) (on Contract)

Age : As per State Govt/University Rules

DEADLINE FOR SUBMITTING APPLICATION IS 24.09.2021

(Hardcopy of the Application will be accepted within 7 days after submission of online application form till 05:00 pm)

For applying for the above post, please visit website: <https://www.makautwb.ac.in>

FILLING UP / SUBMISSION OF APPLICATION FORM AND OTHER RELATED INSTRUCTIONS:

1. Six copies of applications (print outs after online submission) must be submitted together with recent passport size photographs, addressed to: **The Registrar, Maulana Abul Kalam Azad University of Technology, BF-142, Sector-I, Salt Lake, Kolkata-700064.**
2. Envelope must be properly superscribed with the post applied for as "Application for the post of Security Officer (on Contract) at MAKAUT, WB".
3. One set of self — attested photocopies of all relevant documents must be submitted along with the application.
4. Application forms submitted by the applicants must be properly filled in all respect and all the

entries therein must be substantiated by supporting documents without which such applications would be treated as invalid.

5. Appointment will be made purely on contract basis, which may be extended if the performance of the incumbent during the tenure of his/her service period is found to be satisfactory.
6. The appointment will be made subject to sign the 'Bond of Contact' in the supplied format on Non-Judicial Stamp Paper in Rs.10/- (preferably) and submit it in original to the Office of the Registrar immediately for taking further course of action otherwise his/her appointment may not be taken into consideration. Performance of such Security Officer (on contract) will be reviewed every year by the Competent Authority.
7. Security Officer (on contract) to prepare themselves for submitting reports in supplied Formats for Yearly Self Appraisal Report to be submitted to Registrar.
8. The fixed monthly salary (fixed pay) be given to the Security Officer (on Contract) subject to the recommendation of the expert committee and approval of the competent authority.
9. The University may verify the antecedents or documents submitted by a candidate at any time including at the time of appointment or during the tenure of his/her service and in case it is detected during the time of recruitment process and also at any point of time after the appointment that the documents submitted by the candidate are fake or the candidate has deliberately misled by submission of fake/forged documents, his/her candidature/service will be forthwith cancelled/terminated without assigning any reason.
10. The prescribed essential qualifications/experience indicated above is bare minimum and mere possession of the same will not entitle the candidates to be called for interview. The university reserves the right to raise the cut-off level of eligibility criteria than those indicated under 'Essential Qualifications' for the post. The University will have the right to restrict the candidates to be called for interview to a reasonable number on the basis of qualifications and experience higher than the minimum prescribed for the same.
11. Incumbents to be appointed on final selection to this post are liable to be deputed amongst different locations of the University.
12. Incomplete application will not be entertained.
13. University Authority will not be responsible for any postal delay in case receipt of application by the University or receipt of Interview call letter by the applicant.
14. No TA/DA shall be paid to candidates for attending interview.
15. Only the selected candidate in respect of the aforesaid post will be intimated accordingly.
16. Canvassing in any form will lead to the cancellation of the candidature.
17. The University reserves the right not to fill up the post advertised without assigning any reasons.
18. In case of any dispute the decision of the University will be final.

Important dates:

1. ***Date of Publication of Notice : 06th September, 2021***
2. ***Last date of Receipt of Application: 24th September, 2021***
3. ***Advertisement Notice No. : MAKAUT/REG/VACANCY/08/2021***

Registrar