

Ref No. HU/Re-Employment/Officers/2026/

Date: 30 .10.26

Employment Notification

There will be a “Walk-in Interviews” for the post of Registrar at Hindi University of Howrah, purely on a contractual basis (under the re-employment scheme from competent retired government/quasi-government/government undertaking officials/persons or equivalent).

The date of interview/interaction will be on **13.11.2026 (11 AM)**.

Details of the posts:

1. Registrar: 01 (One)

Consolidated Pay: As to be framed by the Department of Higher Education, Govt of West Bengal

Age: Retired persons in between 60 to 65 years of age.

Qualifications:

- i. Uniformly good academic record with a Master's degree with minimum 55% of marks or its equivalent grade in the point scale wherever a grading system is followed.
- ii. At least 15 years of experience as Sr. Lecturer/ Reader/ Asst. Professor in the AGP of Rs. 7000/- and above or with eight years of service in the AGP of Rs. 8000/- and above including as associate Professor along with experience in educational administration in academic institution like university, or in an institute of higher learning of which five years must be in a university or in an institution of post graduate study.

OR

Comparable experience in research establishments and other institutions of higher learning.

OR

15 years of administrative experience, of which eight years as a Deputy Registrar or equivalent post.

OR

High level of administrative experience in government/quasi-government/government undertaking or a good background in administration and management in a senior position.

General Instruction:

- i. Interested candidate should send a detailed bio data complete in all respects including contact number and email ID, along with all supporting document to the Registrar, Hindi University, Howrah as a single PDF via email to hindiuniversitystaffengagement@gmail.com within **10.11.2026** positively.
- ii. Initially the appointment will be made for a period of six months, subject to the approval of the Department of Higher Education, Government of West Bengal. Based on the performance, their tenure may be extended further till the attainment of 65 years of age.
- iii. The university reserve the rights to relax experience in exceptional cases.
- iv. Mere eligibility will not vest any right on any candidate for being called for interview.
- v. The decision of the University in all matters will be final. No correspondence will be entertained from the candidates in connection with the process of selection/ interview.
- vi. No TA/DA shall be paid to the candidates.
- vii. Incomplete applications or applications with out proper supporting documents or received after the last dates are liable to be rejected. The University reserves the right to conduct the written/screening test, if the number of applicants is large for the particular post.
- viii. The University reserves the right not to fill up the post advertised without assigning any reasons.
- ix. No interim enquiries will be entertained.

Sd/-

Vice-Chancellor

Hindi University.