



**SIKKIM UNIVERSITY**

*(A Central University established by an Act of Parliament of India, 2007)*

6th Mile, Samdur, P.O. TADONG, GANGTOK-737102 SIKKIM

Tel: 03592-251415 Ex-25; Fax: 03592-251085

Email: [contactus@cus.ac.in](mailto:contactus@cus.ac.in); [recruitmentnt@cus.ac.in](mailto:recruitmentnt@cus.ac.in)

Website: [www.cus.ac.in](http://www.cus.ac.in)

**APPOINTMENT NOTICE**

ADVT. NO.SU/REG/Estt/F-2/09/2018/Vol.II/ 314

Date: 18.06.2025

SIKKIM UNIVERSITY, a Central University located in peaceful and beautiful natural surroundings of Sikkim in Eastern Himalayan region, invites applications from eligible Indian citizens having requisite qualification for the post of Controller of Examinations:

Sl. No	Name of the Post	Pay Levels as per 7 <sup>th</sup> CPC	Group	No. of Post	Reservation
2.	Controller of Examinations	Level 14	A	1	UR

Sd/-  
REGISTRAR

**Controller of Examinations** Post-01 (1UR) (Through interview) – Termed Post

**Essential Qualification & Experience**

- (i) A Master's degree with at least 55% marks or its equivalent grade of 'B' in the UGC 7 point scale wherever grading system is followed.
- (ii) At least 15 years' experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration.

**OR**

Comparable experience in research establishments and/or other institutions of higher education.

**OR**

15 years of administrative experience of which 8 years as Deputy Registrar or an equivalent post.

The age of superannuation, as at present is 62 (sixty two) years.

**OTHER CONDITIONS:**

- 1. The recruitment to the advertised post shall be carried out in accordance as per UGC regulations amended from time to time.
- 2. In cases where hard copies of the details have been asked for, must be dispatched to the University within one week of last date of receipt of application failing which the application may be rejected.
- 3. All the appointees including the in-service candidates shall be governed by the New Pension Scheme (NPS) introduced by the Govt. of India.
- 4. The prescribed qualifications and experience will be minimum and the mere fact of possessing the same will not entitle a candidate to be shortlisted.
- 5. Shortlisted candidates to bring along all original documents during the time of interview for verification of the same.
- 6. In case the last date fixed for receipt of applications is declared a holiday, next working day shall be deemed to be the last date for receiving the forms.
- 7. Any change of address given in the application form should at once be communicated to the University within the stipulated date. The University shall not be held responsible if the communication address given is incorrect.
- 8. The University shall verify the antecedents/documents submitted by the candidates at the time of appointment and or any time during the tenure of the service. In case, it is detected that the documents submitted are fake or the candidate has a clandestine antecedents/background and has suppressed the said information, his/her services shall be terminated forthwith.
- 9. No TA shall be admissible to attend the interview.

**GENERAL NOTE:**

- 1) The University reserves the right to:
  - (a) Draw reserve panel(s) against the possible vacancies in the future.
  - (c) Relax any of the qualifications/experience/age at its discretion in the interest of the University; and
  - (d) Not-to fill up any or all the advertised posts on regular basis.
- 2) Persons already in regular service should produce NOC at the time of interview.
- 3) Any dispute with regards to selection/recruitment process will be subject to court/tribunals having jurisdiction over Gangtok.
- 4) Canvassing in any form will be a disqualification.
- 5) Interested candidates may apply online through the University website [www.cus.ac.in](http://www.cus.ac.in) on or before **21.07.2025**
- 6) Application Fee:

Sl.No	Category	Total
1.	General & OBC	₹1000
2.	SC/ST/PWD/Women	Nil

- 7) The emoluments, allowances, facilities & other benefits of the selected officers/officials will be in accordance with the instructions issued by Central Government/UGC from time to time.
- 8) **The last date for receiving the online application is 21.07.2025**

Sd/-  
REGISTRA

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