

**Baba Farid University of Health Sciences, Faridkot
Ph: 01639-256232, 256236**

Dated:11/08/2023

Corrigendum

In reference to earlier advertisement no. BFU-23/11 for post of Controller of Examination (01) and no. BFU-23/13 for the post of Registrar- (01), Dean (College Development) –(01), Secretary to Vice-Chancellor-(01), Finance Officer- (01) published in leading news papers on 14/07/2023 and 22/07/2023 respectively, **the last date for submission of online application forms is hereby extended 04/09/2023**. The eligible candidates can apply on regular/deputation basis.

The post of Director (Advanced Cancer Institute, Bathinda) stands withdrawn with immediate effect due to administrative/technical reasons . For details/Updates visit website www.bfuhs.ac.in

REGISTRAR

Eligibility Criteria for the post

Sr. no.	Name of post	Qualification	Pay Scale of Post as per 7th CPC	No. of Post
1.	Registrar	<p>From amongst the academicians in the field of Health Sciences who are not lower in rank than that of Professor.</p> <p align="center">OR</p> <p>From amongst the officers of the Government who are not lower in rank that of a Additional Secretary to Government.</p> <p align="center">OR</p> <p>By transfer from amongst the Registrars of other University of Health Sciences or Medical or Technical University in the Country.</p>	Pay level -14	Un-reserved-1
2.	Dean (College Development)	Fifteen years (15) teaching experience with at least five (5) years experience as Professor in BFUHS, Faridkot.	Pay level -14	Un-reserved-1
3.	Controller of Examinations	<p>MD/MS/MDS Degree from a recognized Medical/Dental College/Institution.</p> <p>Fifteen years (15) teaching experience in a recognized Medical/Dental College with at least five (5) years experience as Professor</p>	Pay level -14	Un-reserved-1

4.	Secretary to Vice-Chancellor	<p>Master's Degree in 1st Division.</p> <p>MBA will be preferable.</p> <p>5 years Experience as Personal Assistant / Supdt. University/Educational Institution / Govt. of Punjab/ Central Govt./PSU/Corporation/Board/MNC/Reputed Companies etc.</p> <p>2.</p> <p style="text-align: center;">OR</p> <p>Deputy Registrar in University/ Educational Institution / Govt. of Punjab/ Central Govt./PSU/Corporation/Board/MNC/Reputed Companies etc.</p>	Pay level -13A	Un-reserved-1
5.	Finance Officer	<p>1. Post Graduate in Commerce from any University with SAS held by the Comptroller and Auditor General of India (CAG)/State Finance Department Exam in any University/Govt./ Corporation etc.</p> <p style="text-align: center;">OR</p> <p>Graduation from any University & CA.</p> <p>2. Five(5) years experience in a responsible position at University/ Educational institution/ Govt. of Punjab/Central Govt.</p>	Pay level -13	Un-reserved-1

Terms and Conditions:

1. Candidate for all the above mentioned posts can apply on deputation basis also as per Punjab Govt. Rules.
 2. The pay scales for all posts will be given as per 7th CPC.
 3. Fixed emoluments will be paid during probation period as per Punjab Civil Service Rules (Volume-1, Part-I) under Clause No. 4.1(1) and Department of Personnel, Govt. of Punjab vide letter no. 7/204/2012-5fp1/66 dated 15/01/2015 and its amendments issued from time to time, except for posts of Registrar, Dean (College Development) and Controller of Examination.
 4. **Knowledge of Punjabi:-** That candidate must have passed Punjabi upto Matriculation or its equivalent level and in case he does not must acquire the same within six months of joining.
 5. **Upper age limit: A)** The upper age limit for posts of Dean (College Development) and Controller of Examination is 50 years.
 B) For post of Secretary to Vice-Chancellor & Finance Officer the maximum age is 37 years.
- Note: Relaxation in upper age limit as per Punjab Govt. Rules.
6. The Registrar shall hold office for a period of four years and shall be eligible for Re-appointment for a further period of four years. Provided that no person appointed as Registrar shall hold office on attaining the age of sixty years.

7. That those candidates who had applied for the posts of Registrar vide Advt. No. 8/19 and 2/2020 need not to apply again. The application received against these advertisements will be considered as such.
8. The qualification/experience of candidates should be prior/upto the last date of filling the applications and candidates should have to submit/upload the relevant certificates.
9. No TA/DA will be paid for the journeys performed for the Interview or written test/ counseling/document verification etc.
10. University has no any mechanism to check the certificates of candidates who are applying online. If, at any stage certificate of the candidate is found fictitious / bogus or ineligible, the candidature of the candidate will be cancelled and action will be taken according to law.
11. The certificates/diplomas/ degrees issued by non-recognized institutions will not be considered and the candidature of candidates will be declared ineligible.
12. Only those Government employees shall be eligible to get the appointment letters who are certified by the Head of the Department as not having any pending disciplinary proceedings or undergoing punishment under Punjab Civil Services (Punishment and Appeal) Rules, 1970, or any other material disqualification in terms of integrity and professional misconduct and necessary NOC should be obtained from the Head of the Department.
- 13. The applicant is required after filling online application for the post to submit hard copy of online application and must accompany self attested copies of certificate** i.e. proof of date of birth, marks sheet, degree, experience, residence, category certificate (if applicable), fee receipt proof etc at the office of the Registrar, Baba Farid University of Health Sciences, Sadiq Road Faridkot upto **07/09/2023 upto 05.00 PM.**
14. The applications received without fee or without legible copies of documents or apparently containing incomplete information and those received after the prescribed date & time will be summarily rejected.
15. Applicant must possess the requisite qualification by the last date of receipt of application.
16. Candidates already in service must route their application **Through Proper Channel.**

Note: Whenever suitable candidate is not available, the terms & conditions may be relaxed on the discretion of the Higher Authorities.