

Central University of Odisha

Recruitment of Academic Consultants

The Central University of Odisha invites applications for rendering service as Consultants on consolidated honorarium as per the qualifications and experience. The details of essential qualifications and nature of duties are as given below:

Name of the post / position	Essential qualifications	Desirable Experience	Nature of duties
Consultant (Three)	M.A/ M.Sc. in Social Science / Science. Applicants having Ph.D. in the relevant subject are preferred	Teaching /Research / Educational administration. Publications in Research Journals having Impact Factor / UGC enlisted CARE journals	Preparation of Policy documents, Academic approval documents, Academic proposals, Teaching, Research and Training, Faculty Development & CAS for placing in the Statutory bodies of the University. Maintenance of MIS of the Vice-Chancellor's secretariat related academic meetings. Compilation of the data and Quarterly Progress Report (QPR) with reference to Teaching / Research / Consultancy / Sponsored Projects of the University for appraisal of the Vice-Chancellor. Follow up action with reference to MHRD/UGC instructions with different Sections of the University for appraisal of the Vice-Chancellor. Any other work assigned by the Vice-Chancellor from time to time.

1. The honorarium / fee for Consultants shall be fixed based on the qualification and experience.
2. The period of engagement shall be for six months initially, extendable for another six months subject to approval of the Competent Authority.
3. Applicants are expected to have good knowledge of rules and regulations as applicable to Central University.
4. Should be well versed in MS –Office / Excel and internet.
5. The age of candidates should be preferably below 35 years.

Application in the prescribed format must be addressed to the Registrar, Central University of Odisha, Sunabeda Campus, Sunabeda Dist: Koraput Odisha on or before 08.06.2020. **Applicants may send filled in applications along with relevant enclosures to – Registrar@cuo.ac.in.** Incomplete applications / late received applications shall be rejected. Please visit university web site – www.cuo.ac.in

Sd/-
Registrar

CENTRAL UNIVERSITY OF ODISHA

Application for the post of Consultant

**Affix a
recent
passport size
photo and
sing across**

1. Name of the Candidate
2. Date of Birth
3. Address for communication
(Including e-mail & Mobile
No.)

4. Educational qualification (s)

Exam passed	Name of the Board / University	Year of Passing	Subjects	% of Marks

5. Employment details in chronological order

University / Organisation	Designation	From	To	Scale of Pay / Grade pay	Nature of duties

1. Additional information, if any (enclose additional sheet, if required)
May include the area /discipline of Ph.D. , Number of research publications (Pre-Ph.D. and Post-Ph.D.)
2. Please provide one page write-up indicating your suitability for the post of consultant
3. Two References with Postal address and e-mail / Mobile No.
 - 1
 - 2

Signature of the applicant with date