

OFFICE OF THE DIRECTOR
ASSAM ADMINISTRATIVE STAFF COLLEGE SOCIETY
KHANAPARA: GUWAHATI- 781022

ADVERTISEMENT

No. AASC (A/E) 31/2014/28

Dated Guwahati the 17th of March, 2015

Applications are invited from eligible Indian nationals for filling up the following positions under the Assam Administrative Staff College Society in the Assam Administrative Staff College, Khanapara.

Position	Educational Qualification	Experience & Work in the related Fields	Salary & Emoluments	Job Description
<p>A] 1(one) of Associate Professor (Law)</p>	<p>The position will be filled up on deputation from among serving teachers of Law from a recognized University, College, Government-aided Educational Institution and Institutes affiliated to a recognized university in the rank and pay of Associate Professor.</p> <p style="text-align: center;">OR</p> <p>On contract basis by a person with a post-graduate degree from a recognized University in Law. Preference will be given in such cases to candidates with a Ph.D degree. Retired persons below the age of 64 years with the above qualifications may also apply.</p>	<p>The candidate should have at least 15 years experience in direct teaching in the related field. Preference shall be given to persons having the following :</p> <ol style="list-style-type: none"> 1. Involvement in training- related activities. 2. Expertise and experience of acting as Guest Faculty/Resource Persons in the area of Law in premier training institutes and organizations within the state of Assam and the country. 3. Individual Papers on the concerned subject or related areas published in reputed newspapers and Journals. 4. Dissertations and Presentations presented in major State-Level and National –Level Conferences/Meetings /Seminars. 5. Author or co-author of books published by reputed Publishing Houses. 	<p>In the rank and pay of Associate Professor of a College or University in the pay band of Rs 37,400/- to Rs 67,000/- per month with a grade pay of Rs 9,000 per month as per UGC guidelines.</p>	<ol style="list-style-type: none"> (a) Will conduct training courses and render assistance in the conduct of various training programmes by acting as a resource person, helping in the design of training programmes etc. (b) Will prepare course materials for training in related field. (c) Will bring out journals, papers, articles etc in related field for AASC. (d) Will organize workshops/conferences/seminars etc on related topics. (e) Will conduct research in their respective fields as well as in matters relating to training and bring out research papers. (f) Any other work assigned by the Director of Training from time to time.

Position	Educational Qualification	Experience & Work in the related Fields	Salary & Emoluments	Job Description
<p>B] 1(one) post of Associate Professor (Public Administration)</p>	<p>The position will be filled up on deputation from among serving teachers of Public Administration/ Political Science from a recognized University, College, Government-aided Educational Institution and Institutes affiliated to a recognized university in the rank and pay of Associate Professor.</p> <p style="text-align: center;">OR</p> <p>On contract basis by a person with a post-graduate degree from a recognized University in Public Administration/ Political Science. Preference will be given in such cases to candidates with a Ph.D degree. Retired persons below the age of 64 years with the above qualifications may also apply.</p>	<p>The candidate should have at least 15 years experience in direct teaching in the related field.</p> <p>Preference shall be given to persons having the following :</p> <ol style="list-style-type: none"> 1. Involvement in training related activities. 2. Expertise and experience of acting as Guest Faculty/Resource Persons in the area of Public Administration in premier training institutes and organizations within the state of Assam and the country. 3. Individual Papers on the concerned subject or related areas published in reputed newspapers and Journals. 4. Dissertations and Presentations presented in major State-Level and National –Level Conferences/Meetings /Seminars. 5. Author or co-author of books published by reputed Publishing Houses. 	<p>In the rank and pay of Associate Professor of a College or University in the pay band of Rs 37,400/- to Rs 67,000/- per month with a grade pay of Rs 9,000 per month, as per UGC guidelines.</p>	<ol style="list-style-type: none"> (a) Will conduct training courses and render assistance in the conduct of various training programmes by acting as a resource person, helping in the design of training programmes etc. (b) Will prepare course materials for training in related field. (c) Will bring out journals, papers, articles etc in related field for AASC. (d) Will organize workshops/conferences/seminars etc on related topics. (e) Will conduct research in their respective fields as well as in matters relating to training and bring out research papers. (f) Any other work assigned by the Director of Training from time to time.

Position	Educational Qualification	Experience & Work in the related Fields	Salary & Emoluments	Job Description
<p>C] 1(one) post of Associate Professor (Development Economics)</p>	<p>The position will be filled up on deputation from among serving teachers of Economics with specialization in Development Economics from a recognized University, College, Government-aided Educational Institution and Institutes affiliated to a recognized university in the rank and pay of Associate Professor.</p> <p style="text-align: center;">OR</p> <p>On contract basis by a person with a post-graduate degree from a recognized University in Economics with specialization in Development Economics. Preference will be given in such cases to candidates with a Ph.D degree. Retired persons below the age of 64 years with the above qualifications may also apply.</p>	<p>The candidate should have at least 15 years experience in direct teaching in the related field.</p> <p>Preference shall be given to persons having the following :</p> <ol style="list-style-type: none"> 1. Involvement in training- related activities. 2. Expertise and experience of acting as Guest Faculty/Resource Persons in the area of Development Economics in premier training institutes and organizations within the state of Assam and the country. 3. Individual Papers on the concerned subject or related areas published in reputed newspapers and Journals. 4. Dissertations and Presentations presented in major State-Level and National –Level Conferences/Meetings /Seminars. 5. Author or co-author books published by reputed Publishing Houses. 	<p>In the rank and pay of Associate Professor of a College or University in the pay band of Rs 37,400/- to Rs 67,000/- per month with a grade pay of Rs 9,000 per month as per UGC guidelines.</p>	<ol style="list-style-type: none"> (a) Will conduct training courses and render assistance in the conduct of various training programmes by acting as a resource person, helping in the design of training programmes etc. (b) Will prepare course materials for training in related field. (c) Will bring out journals, papers, articles etc in related field for AASC. (d) Will organize workshops/conferences/seminars etc on related topics. (e) Will conduct research in their respective fields as well as in matters relating to training and bring out research papers. (f) Any other work assigned by the Director of Training from time to time.

Position	Educational Qualification	Experience & Work in the related Fields	Salary & Emoluments	Job Description
<p>D] 1(one) post of Associate Professor (Management)</p>	<p>The position will be filled up on deputation from among serving teachers of Management from a recognized University, College, Government-aided Educational Institution and Institutes affiliated to a recognized university in the rank and pay of Associate Professor.</p> <p style="text-align: center;">OR</p> <p>On contract basis by a person with a post-graduate degree from a recognized University in Management with specialization in Human Resource and Personnel Management. Preference will be given in such cases to candidates with a Ph.D degree. Retired persons below the age of 64 years with the above qualifications may also apply.</p>	<p>The candidate should have at least 15 years experience in direct teaching in the related field.</p> <p>Preference shall be given to persons having the following :</p> <ol style="list-style-type: none"> 1. Involvement in training- related activities. 2. Expertise and experience of acting as Guest Faculty/Resource Persons in the area of Management, preferably in Human Resource Management/Personnel Management in premier training institutes and organizations within the state of Assam and the country. 3. Individual Papers on the concerned subject or related areas published in reputed newspapers and Journals. 4. Dissertations and Presentations presented in major State-Level and National –Level Conferences/Meetings /Seminars. 5. Author or co-author books published by reputed Publishing Houses. 	<p>In the rank and pay of Associate Professor of a College or University in the pay band of Rs 37,400/- to Rs 67,000/- per month with a grade pay of Rs 9,000 per month as per UGC guidelines.</p>	<ol style="list-style-type: none"> (a) Will conduct training courses and render assistance in the conduct of various training programmes by acting as a resource person, helping in the design of training programmes etc. (b) Will prepare course materials for training in related field. (c) Will bring out journals, papers, articles etc in related field for AASC. (d) Will organize workshops/conferences/seminars etc on related topics. (e) Will conduct research in their respective fields as well as in matters relating to training and bring out research papers. (f) Any other work assigned by the Director of Training from time to time.

Position	Educational Qualification	Experience	Salary
E] 1(one) post of Research Assistant for Centre for e- Governance, AASC	The post will be filled up on contract basis by a person with a post-graduate degree in any discipline from a recognized University. Preference will be given to candidates with a degree in IT/Computer Application.	5 years working experience in Computer i.e. Word Processing, Power Point Presentation, Spread sheet, Database Management.	Rs. 30,000/- per month (fixed)
F] 1(one) post of Research Assistant for Centre for Innovations, AASC	The post will be filled up on contract basis by a person with a post-graduate degree in any discipline from a recognized University. Preference will be given to candidates with proficiency in computer skills.	5 years working experience in Computer i.e. Word processing, Power Point Presentation, Spread sheet, Database Management.	Rs. 30,000/- per month (fixed)

Applications in plain paper indicating name, date of birth, present and permanent address, email ID and contact number(s), office address, present post held, name of the organization, educational qualifications with photo copies of certificates, experience and nature of work done with certificates may be addressed to “Director, Assam Administrative Staff College Society, Jawaharnagar, Khanapara, and Guwahati-781022”.

In case of government employees, applications may be submitted through proper channel.

Candidates will have to appear before an interview board where original copies of all testimonials will have to be produced. No TA and DA shall be paid for attending the interview. Candidates will be informed individually regarding the date and time of interview.

The term of post engagement will be initially for a period of one year renewable every year, subject to satisfactory performance and receipt of financial assistance in the form of grants –in-aid from Government of Assam.

Further the engagement will be on the basis of terms and conditions prescribed by the Board of Management and Executive Committee of Assam Administrative Staff College Society.

The last date for submission of applications for each of the posts mentioned above is April 18, 2015.

Director
Assam Administrative Staff College Society
Khanapara, Guwahati-22