



## Krishna Kanta Handiqui State Open University

City Office: Housefed Complex, Last Gate, Dispur  
Guwahati - 6

**Advt. No. R2/2019**

Applications are invited from the Indian citizens for the following Academic and Non-Academic posts :

1. Professor in History - One post
2. Associate Professor in Economics - One post
3. Associate Professor in Mass Communication & Journalism - One post
4. Associate Professor in Philosophy - One post
5. Associate Professor in MSW - Two posts
6. P.S. to Registrar - One post

The application form with details of required qualification(s), scale of pay, age limit etc. can be downloaded from the university website - [www.kkhsou.in](http://www.kkhsou.in). The application should be accompanied by a bank draft of Rs. 1000/- in favour of KKHSOU to be drawn at Guwahati. The last date for submission of application is **15<sup>th</sup> June, 2019**.

Application in the prescribed format should reach the undersigned in an envelope superscribed with "Application for the post of ....."

**Sd/-  
Registrar**

## Qualifications and Requirements

### **1. Professor**

*Essential qualification (A or B):*

#### **A.**

- i) An eminent scholar having a Ph.D degree in the concerned/allied/relevant discipline, and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 research publications in the peer-reviewed or UGC-listed journals and a total research score of 120 as per the criteria given in Annexure I.
- ii) A minimum of ten years of teaching experience in University/College as Assistant Professor/Associate Professor/Professor, and/or research experience at equivalent level at the University/National Level Institutions with evidence of having successfully guided doctoral candidate.

OR

#### **B.**

An outstanding professional, having a Ph.D. degree in the relevant/allied/applied disciplines, from any academic institutions (not included in A above)/industry, who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, supported by documentary evidence provided he/she has ten years' experience.

*Desirable qualification:*

- i) A Degree/Diploma in distance education or working experience in distance education Institution.
- ii) Adequate knowledge of Computer.
- iii) Proficiency in both Assamese and English Languages.

*Scale of pay:* Rs. 1,44,200 – 2,18,200 (Academic Level 14)

(Pay to be fixed as per UGC guidelines and fixation formula)

*Maximum Age:* 55 years on the last date of receipt of the application

## **2. Associate Professor**

### *Essential qualification:*

- i) A good academic record, with a Ph.D Degree in the concerned/allied/relevant discipline.
- ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale, wherever grading system is followed).
- iii) A minimum of eight years of experience of teaching and/or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution/Industry with a minimum of seven publications in the Peer-reviewed or UGC- listed journals and the total research score of Seventy Five (75) as per the criteria given in Annexure I.

### *Desirable qualification:*

- i) A Degree/Diploma in distance education or working experience in distance education Institution.
- ii) Adequate knowledge of Computer.
- iii) Proficiency in both Assamese and English Languages.

*Scale of pay:* Rs. 1,31,400 – 2,17,100 (Academic Level 13A)

(Pay to be fixed as per UGC guidelines and fixation formula)

*Maximum Age:* 55 years on the last date of receipt of the application

### 3. Assistant Professor

*Eligibility (A or B) :*

A.

i) A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned/relevant/allied subject from an Indian University, or an equivalent degree from an accredited foreign university. 60 THE GAZETTE OF INDIA : EXTRAORDINARY [PART III—SEC. 4]

ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR, or a similar test accredited by the UGC, like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be exempted from NET/SLET/SET : Provided, the candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bye-laws/Regulations of the Institution awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfillment of the following conditions :-

a) The Ph.D. degree of the candidate has been awarded in a regular mode;

b) The Ph.D. thesis has been evaluated by at least two external examiners;

c) An open Ph.D. viva voce of the candidate has been conducted;

d) The Candidate has published two research papers from his/her Ph.D. work, out of which at least one is in a refereed journal;

e) The candidate has presented at least two papers based on his/her Ph.D work in conferences/seminars sponsored/funded/supported by the UGC / ICSSR/ CSIR or any similar agency. The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned. Note: NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

OR

B. The Ph.D degree has been obtained from a foreign university/institution with a ranking among top 500 in the World University Ranking (at any time) by any one of the following: (i) Quacquarelli Symonds (QS) (ii) the Times Higher Education (THE) or (iii) the Academic Ranking of World Universities (ARWU) of the Shanghai Jiao Tong University (Shanghai). Note: The Academic score as specified in Appendix II (Table 3A) for Universities, and Appendix II (Table 3B) for Colleges, shall be considered for short-listing of the candidates for interview only, and the selections shall be based only on the performance in the interview.

*Scale of pay:* Rs. 57,700 – 1,82,400 (Academic Level 10)

(Pay to be fixed as per UGC guidelines and fixation formula)

*Maximum Age:* As per State Government rule

#### **4. Private Secretary to the Registrar :**

*Essential qualification:*

- i) Graduate with a minimum speed of 140 and 40 words per minute in short hand and typewriting respectively.
- ii) At least 10 years' experience in University system.
- iii) Adequate knowledge in computer

*Desirable qualification:*

- i) Degree / Diploma in Personal Management / Human Resource Management.
- ii) ODL experience.

*Scale of pay:* Rs. 30,000-1,10,000 + GP 14,500

(Pay to be fixed as per CPC guidelines and fixation formula)

Age: Minimum age 30 years but not more than 55 years on the last date of receipt of the application

**Methodology for University and College Teachers for calculating  
Academic/Research Score**

(Assessment must be made on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D award letter etc.)

S.N	Academic/Research Activity	Faculty of Sciences/Engineering/ Agriculture/ Medical/ Veterinary Sciences	Faculty of Languages/ Humanities/ Arts/ Social Sciences/ Library / Education/ Physical Education/ Commerce/ Management & other related disciplines
1.	Research Papers in Peer-Reviewed or UGC listed Journals	08 per paper	10 per paper
2.	Publications (other than Research papers)		
	(a) Books authored which are published by		
	International publishers	12	12
	National Publishers	10	10
	Chapter in Edited Book	05	05
	Editor of Book by International Publisher	10	10
	Editor of Book by National Publisher	08	08
	(b) Translation works in Indian and Foreign Languages by qualified faculties		
	Chapter or Research Paper	03	03
	Book	08	08
3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula		
	(a) Development of Innovative pedagogy	05	05
	(b) Design of new curricula and courses	02 per curricula/course	02 Per curricula/course
	(c) MOOCs		
	Development of complete MOOCs in 4 quadrants (4 credit course) (in case of MOOCs of lesser credits 05 marks/credit)	20	20
	MOOC (developed in 4 quadrant) per module/lecture	05	05
	Content writer/subject matter expert for	02	02

	each module of MOOCs (at least one quadrant)		
	Course Coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 02 marks/credit)	08	08
	(d) E-content		
	Development of e-content in 4 quadrants for a complete course/e-book	12	12
	e-content (developed in 4 quadrants) per module	05	05
	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)	02	02
	Editor of e-content for complete course/paper/e-book	10	10
4	(a) Research guidance		
	Ph.D	10 per degree awarded	10 per degree awarded
	M.Phil/ P.G. dissertation	02 per degree awarded	02 per degree awarded
	(b) Research Projects Completed		
	More than 10 lakhs	05	05
	Less than 10 lakhs	02	02
	(c) Research Projects Ongoing		
	More than 10 lakhs	05	05
	Less than 10 lakhs	02	02
	(d) Consultancy	03	03
5	(a) Patents		
	International	10	10
	National	07	07
	(b) *Policy Document (Submitted to an International body/organization like UNO/ UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government		
	International	10	10
	National	07	07
	State	04	04
	(c)Awards/Fellowship		
	International	07	07
	National	05	05
6.	*Invited lectures/Resource Person/ Paper presentation in Seminars/Conferences/ full paper in Conference Proceedings (Paper presented in Seminars/ Conferences and also published as full paper in Conference Proceedings will be counted only once)		
	International (Aboard)	07	07

	International (within country)	05	05
	National	03	03
	State/University	02	02

The Research Score for Research Papers would be augmented as follows:

Peer-reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list):

- |       |  |   |           |
|-------|--|---|-----------|
| (i)   | Paper in referred journals without impact factor | - | 5 points  |
| (ii)  | Paper with impact factor less than 1             | - | 10 points |
| (iii) | Paper with impact factor between 1 and 2         | - | 15 points |
| (iv)  | Paper with impact factor between 2 and 5         | - | 20 points |
| (v)   | Paper with impact factor between 5 and 10        | - | 25 points |
| (vi)  | Paper with impact factor > 10                    | - | 30 points |

(a) Two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

(b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each.

Note:

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- \*For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six categories.



# Krishna Kanta Handiqui State Open University

Head Office: Patgaon, Rani, Guwahati – 781017

City office: Housefed Complex, Last Gate, Dispur, Guwahati – 781006

## Prescribed Application Form for the Posts of Academic Staff

(Application must be routed through proper channel)

Advertisement Number: ..... Post Applied for: - .....

Subject .....

Draft No. :-.....Bank:- ..... Date:-.....

Self - attested  
recent passport  
size photograph  
of the  
candidate

### PART-A

1. Name of the Applicant : .....  
(in block letters)
2. (a) Father's name : .....
- (b) Mother's name : .....
3. Date of Birth : ..... (DD/MM/YYYY)
4. Gender(Please '✓' tick): Male  Female  Transgender
5. Nationality : .....
6. Categories (Please '✓' tick) : SC  ST(P)  ST(H)  OBC/MOBC
7. Are you specially abled (if yes furnish details with documents) : Yes / No
8. Marital Status (Please '✓' tick): Married  Un-married

9. Permanent address : .....
- .....
- Police Station:-.....
- Pin Code :-.....
10. Address for correspondence: .....
- .....
- Police Station:-.....
- Pin Code :-.....
11. Contact No.: .....
12. E-mail : .....
13. Aadhar No.: .....
14. Present Position: Designation ..... w.e.f.....
- i) Pay Band .....
- ii) Pay in the Pay Band .....
15. Academic qualification:  
(Copies of mark sheets and certificates be enclosed)

Examination passed	Year of passing/award	University/ Board	Subject offered	Percentage of marks	Division/ Class	Any more information
HSLC or Equivalent						
Higher Secondary						
Bachelor's Degree						
Master's Degree						
M. Phil			Title of the dissertation			

Ph.D			Title of the thesis
Any Other			

## 16. Working Experience:-

(a) State Govt./ Central Govt./ Educational Institute  
 {number of year(s)} :

(b) Experience of working in Open University/ODL  
 Institutions {number of year(s)} :

## 17. Teaching Experience (in completed years):-

(a) Undergraduate (Full time): Regular  Ad-hoc

(b) Postgraduate (Full time): Regular  Ad-hoc

(c) Part time

(Give details in a separate sheet)

## 18. Administrative/Professional Experience: (State briefly the nature of work with No. of years)

Sl No.	University/Institute/Organization	Post Held	Nature of Work	Duration

19. Proficiency in (Please '✓' tick): i) Assamese  ii) English

20. Name and address of two referees (not related to the applicant):-

i) Name: .....  
Full Address: .....

.....  
Phone No.: .....  
E-mail: .....

ii) Name: .....  
Full Address: .....

.....  
Phone No.: .....  
E-mail: .....

21. Particulars of extra-curricular activities: .....

22. Any other information you may like to furnish:- .

Date:

**(Full Signature of the Applicant)**

# Krishna Kanta Handiqui State Open University

## PART – B

(Before filling up, please read the Annexure uploaded at [www.kkhsou.in](http://www.kkhsou.in))

S.N.	Academic/Research Activity (Attach supporting documents)		Numbers	Score	
				Faculty of Sciences	Faculty of Languages/ Humanities/ Arts/ Social Sciences/ Education & other related disciplines
1.	<b>Research Papers in Peer-Reviewed or UGC listed Journals</b>	Self author			
		First author			
		Joint author			
2.	<b>Publications (other than Research papers)</b>				
	<b>Books authored which are published by</b>				
	International publishers	Self authored			
		First authored			
		Joint authored			
	National Publishers	Self authored			
		First authored			
		Joint authored			
	Chapter in Edited Book	Self authored			
		First authored			
		Joint authored			
	Editor of Book by International Publisher				
	Editor of Book by National Publisher				
	<b>Translation works in Indian and Foreign Languages by qualified faculties</b>				
	Chapter or Research Paper				
Book					

3.	<b>Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula</b>			
	(a)Development of Innovative pedagogy			
	(b) Design of new curricula and courses			
	<b>(c) MOOCs</b>			
	Development of complete MOOCs in 4 quadrants (4 credit course) (in case of MOOCs of lesser credits 05 marks/credit)			
	MOOC (developed in 4 quadrant) per module/lecture			
	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)			
	Course Coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 02 marks/credit)			
	<b>(d) E-content</b>			
	Development of e-content in 4 quadrants for a complete course/e-book			
	e-content (developed in 4 quadrants) per module			
	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)			
	Editor of e-content for complete course/paper/e-book			
	4	<b>(a) Research guidance</b>		
Ph.D		Degree Awarded		
		Thesis Submitted		
M.Phil/ P.G. dissertation (Degree Awarded)				
<b>(b) Research Projects Completed</b>				
More than 10 lakhs		Principal Investigator		

		Co-Investigator			
	Less than 10 lakhs	Principal Investigator			
		Co-Investigator			
	<b>(c) Research Projects Ongoing</b>				
	More than 10 lakhs	Principal Investigator			
		Co-Investigator			
	Less than 10 lakhs	Principal Investigator			
		Co-Investigator			
	<b>(d) Consultancy</b>				
5	<b>(a) Patents</b>				
	International				
	National				
	<b>(b) *Policy Document (Submitted to an International body/organization like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)</b>				
	International				
	National				
	State				
	<b>(c) Awards/Fellowship</b>				
	International				
	National				
6.	<b>*Invited lectures/Resource Person/ Paper presentation in Seminars/Conferences/ full paper in Conference Proceedings (Paper presented in Seminars/ Conferences and also published as full paper in Conference Proceedings will be counted only once)</b>				
	International (Aboard)				
	International (within country)				
	National				
	State/University				

## Declaration

I do hereby declare that the statements made in the application are true, complete and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found fake or incorrect or incomplete or ineligibility being detected at any time before or after selection/interview, any candidature/appointment is liable to be rejected. I shall be bound by the decision of the University.

Date :

Place :

**(Full Signature of the Applicant)**

### **General Information:**

1. All the posts are contractual for a term of 5 (five) years including a probation period of 1 (one) year. The term may be extended/ renewed based on performance and need upto the age of sixty.
2. Those that are already in service shall have to apply through proper channel.
3. Self-Attested copies of all documents and testimonials are to be enclosed with the application.
4. Attach extra sheet/sheets whenever necessary.
5. Incomplete applications and application received after the specified date shall not be considered.
6. The University reserves the right to shortlist the candidates based on merit amongst the applicants.



Paste  
Passport Size  
Photograph  
Here

# Krishna Kanta Handiqui State Open University

Head Office: Patgaon, Rani, Guwahati – 781017

City office: Housefed Complex, Last Gate, Dispur, Guwahati – 781006

## Prescribed Application Form for the Posts of Non- Academic Staff

Advertisement Number: ..... Post Applied for: - .....

*(If space provided below in not sufficient separate sheet may be enclosed)*

Draft No. :-..... Bank:- ..... Date:-.....

1. Name of the Applicant (in block letters) : .....
2. (a) Father's name : .....
- (b) Mother's name : .....
3. Date of Birth : .....
4. Nationality : .....
5. Categories : .....
6. Permanent address : .....
- Police Station:-.....
- Pin Code :-.....
7. Address for correspondence : .....
- Police Station:-.....
- Pin Code :-.....
- Contact No. ....
8. Present Occupation (if any) : .....
- i) Scale of pay :- .....
- ii) Total salary :- .....

9. Academic qualification:  
(Copies of mark sheets and certificates be enclosed)

Examination passed	Year of passing/award	University/ Board	Subject offered	Percentages of marks	Division/ Class
HSLC or Equivalent					
Higher Secondary					
Bachelor's Degree					
Master's Degree					
Diploma in DE/HRM					
M. Phil/ Ph.D.			Title:		
Any Other					

10. Working Experience:-

(a) State Govt./ Central Govt./ Educational Institute  
{number of year(s)} :

(b) Experience of working in Open University/ODL  
Institutions {number of year(s)} :

11. Teaching Experience (in completed years):-

(a) Undergraduate Full time  $\longrightarrow$  Regular  Ad-hoc

(b) Postgraduate Full time  $\longrightarrow$  Regular  Ad-hoc

(c) Part time

(Give details in a separate sheet)

12. Research experience in completed years (excluding the period of M. Phil and Ph.D):

i) Number of minor research project completed

ii) Number of major research project completed

(Give details in a separate sheet)

13. Number of Publication(s)

i) Seminar/Conference volume

ii) Research paper(s) in national journal

iii) Research paper(s) in international journal

14. Proficiency in i) English  ii) Assamese

15. Name and address of two referees (not related to the applicant):-

i)	.....	ii)	.....
	.....		.....
	.....		.....
	Pin:-.....		Pin:-.....

16. Any other information you may like to furnish:- .

17. Number of document(s) enclosed :-

I do hereby declare that the statements made in the application are true, complete and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found fake or incorrect or incomplete or ineligibility being detected at any time before or after selection/interview, any candidature/appointment is liable to be rejected. I shall be bound by the decision of the University.

Date :

Place :

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*3. Incomplete applications and application received after the specified date shall not be considered.*

*4. The University reserves the right to shortlist the candidates based on merit amongst the applicants.*

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