



Advt. No.: CUJ/Advt./2025-26/07

Dated: 14th November, 2025

ADVERTISEMENT FOR RECRUITMENT OF NON-TEACHING POSITION

The Central University of Jharkhand was established under the Central Universities Act, 2009. The University started with a vision to be a flagship university rooted in Bhartiya culture and its rich spiritual legacy; fostering an open, rational and scientific temperament for a better world. The University has special focus on relevant present age educational drives with an emphasis on research in cutting edge technologies.

Central University of Jharkhand (CUJ) invites online application forms from eligible Indian Citizens for following non-teaching position to be filled by direct recruitment.

Sl. No.	Name of the Posts	Category
1.	Assistant Registrar (against lien vacancy)	01-OBC

Date of commencement of Online Application	15 th November, 2025
Last date of Online Application	5 th December, 2025

Essential Qualification:

Sl. No.	Name of the Post	Essential Qualification:
1.	Assistant Registrar	Master' Degree with at least 55% of marks or an equivalent grade in a point scale wherever grading system is followed.
	Age Limit	40 years
	Method of Recruitment	The appointment under direct recruitment shall be made through an all India open competition by conducting a written test and interview.
	Pay Level	Pay Level 10 (56100-92700)

TERMS & CONDITIONS:

- The incumbent to the post of Assistant Registrar shall be appointed against the lien vacancy for a period of one year or till lien holder reverts back to the University, whichever is earlier.**
- Candidates who wish to apply will be required TO SUBMIT ONLINE APPLICATION.
- The Experience and Qualification will be reckoned as on the last date of submission of Online Application. Applicants are advised to submit the application to the University well in advance without waiting for the last date other unforeseen events or circumstances. The University shall not be responsible for loss of e-mail/ loss of any communication due to wrong address provided by the candidates.
- The experience shall be reckoned after passing of the essential qualification.
- Applicants must produce original testimonials, certificates for educational qualifications and other documents at the time of document verification/interview.
- The applicants must ensure that he / she fulfils the eligibility conditions for the post applying for.
- The University shall verify the antecedents and documents submitted by candidates at the time of appointment or during the tenure of service. In case it is detected that the documents submitted by the candidates are fake or the candidates have undesirable clandestine antecedents background and have suppressed the said information, his / her services shall be liable to be terminated.
- Candidates who have obtained degrees or diplomas or certificates for various courses from any Institution declared fake / de-recognised by the University Grants Commission, New Delhi shall not be eligible for being considered for recruitment to the posts advertised.
- In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issuance of appointment letter or joining the post, the University reserves the right to modify / withdraw / cancel any communication made to the candidates and cancel the appointment.

10. Mere fulfillment of the required qualifications and experience etc., does not entitle a candidate to be called for interview/selection. The University reserves the right to restrict the candidates to be called for interview to a reasonable number on the basis of qualifications and experience higher than the minimum prescribed as decided by Screening Committee(s) and approved by the competent authority. Call letters for attending interview will be sent only to the short-listed candidates by E-mail. No correspondence will be entertained with the applicants who are not short-listed to be called for interview.
11. Canvassing in any form on behalf of or by any candidate will disqualify him / her from being considered.
12. Applicants who are in Government employment/PSUs/ Government autonomous institutions/ Central and State Govt. undertakings are advised to upload the No-objection-Certificate in the prescribed format Annexure-I. In case the applicants are in service and delay is expected in getting endorsement of the employer concerned, the applicants will have to submit a 'NO OBJECTION CERTIFICATE' or CERTIFICATE BY THE EMPLOYER (**Annexure –I**) in a sealed cover from his/her employer to the University at the time of interview or document verification, as the case may be.
13. The candidates selected shall be appointed under a written contract as per University norms.
14. All the appointees including the in-service candidates shall be governed by the National Pension Scheme (NPS) introduced by Govt. of India in case of direct recruitment.
15. The University reserves the right:
 - a) To withdraw the advertisement either partly or wholly at any time without assigning any reason to this effect.
 - b) To fill or not to fill up some or all the posts advertised for any reasons whatsoever.
16. In case of any dispute / ambiguity that may occur in the process of selection, the decision of the Vice-Chancellor, Central University of Jharkhand in all matters relating to eligibility, acceptance or rejection of applications, mode of selection/interview will be final and no query or correspondence will be entertained in this connection from any individual or his / her agency.
17. The character of a person for recruitment to the service must be such as to render him/her suitable in all respect for appointment to the service. Persons dismissed by the Union Government or by a State Government or by a Local Authority or a Government Corporation owned or controlled by the Central Government or State Government will be deemed to be ineligible for appointment.
18. No person shall be recruited unless he/she is in good mental and physically fit and free from any physical defect that is likely to interfere with the efficient performance of his official duties except PwBD (Divyang Candidates). If selected and appointed, he/she shall be required to produce a **medical fitness certificate** from Competent Authority as specified by the university.
19. Errors and omissions in notification and selection process are subject to corrections as per rules and regulations of University / UGC / GOI.
20. Candidates seeking reservation under SC/ST/OBC/EWS category are required to submit certificate on the format prescribed by the Government of India, Department of Personnel & Training.
21. The relaxation in age limit shall also be given in respect of the following categories as mentioned against each:

Sl No.	Category of Persons	Extenet of age relaxation
1.	Regular employees of the Central Government/State Government/Central Universities/UGC maintained deemed to be universities/other central /state autonomous bodies/organizations/institutions	As per Govt. of India rules.
2.	Ex-Servicemen	

22. In case of candidates want to claim benefits under the Persons with Benchmark Disabilities (PwBD) category, the candidates' relevant disability should not be less than 40%. Proof to this effect, must be submitted as per the format prescribed by the Govt. of India without which the application will be treated as 'General (unreserved)'
23. The candidates selected for the post shall be required to serve at any place / department /centre as notified by the Central University of Jharkhand.
24. The recruitment to the advertised posts shall be carried out in accordance with the prevalent University rules and regulations framed from time to time.
25. No TA / DA will be paid for attending written exam/interview. However, for outstation SC / ST / PwBD candidates' second-class single railway to and for fare on shortest route will be reimbursed after attending

the interview. This is not admissible to SC / ST / PwBD candidates who are already employed in the Central / State Government services / Autonomous bodies, etc.

26. Candidates in their own interest are advised to remain in touch with the University website www.cuj.ac.in they should also regularly check their email account for updates. Amendments / changes if any in the advertisement shall be published only on the university website www.cuj.ac.in.
27. One of the referees should be from the organization where the candidate is presently working.
28. Acceptance of documents submitted by an applicant shall be subject to verification by the competent authority at any point of time even after joining the employment. If any document is found to be false/fake/incorrect either before or after appointment, the document shall be summarily rejected or action may be initiated against the candidate which shall lead to cancellation of his appointment, as the case may be.
29. The persons appointed against any post shall be governed by the Act/Statutes/Ordinance/Rules of the University and also the CCS (Conduct) Rules, 1964, CCS (CCA) Rule, 1965 or any other rules of the Government of India, as amended from time to time and any other rule/resolution prescribed specifically for maintaining the conduct of the employees by the Executive Council of the University.
30. Candidates in their own interest are advised to remain in touch with the University website www.cuj.ac.in they should also regularly check their email account for updates. Amendments / changes if any in the advertisement shall be published only on the university website www.cuj.ac.in.
31. The terms and conditions of appointment shall be communicated to the candidate in the form of “offer of appointment” to selected candidates. If the candidate does not accept the terms and conditions mentioned in the offer of appointment within the stipulated time, the offer shall be treated as withdrawn.
32. In case of any dispute, suit or legal proceeding against the university, the jurisdiction shall be restricted to Hon’ble High Court of Ranchi, Jharkhand.
33. The online applications processing fee is non-refundable, and no enquiries will be entertained in this regard by the University.
34. **Application fees and application form(s) are to be submitted as per details given below:**
APPLICATION FEE: TO BE PAID ONLINE AS PER THE INTRUCTIONS GIVEN IN THE ONLINE APPLICATION FORM

Category	Fee in Rs.
General/OBC/EWS	Rs. 1000/-
SC / ST / PwBD / Ex-Servicemen / Women	Exempted

Application forms have to be filled only in online mode, as available on the website of the University along with this advertisement, within the prescribed time limit indicated in the advertisement. No offline forms would be accepted.

Link for online application: <https://cujnt.samarth.edu.in>

How to Apply:-

Interested candidates have to submit **ONLINE APPLICATION FORM** made available in the university website following the instructions given therein before the last date of application.

IMPORTANTNOTE:-

1. Corrigendum/Addendum, if any, will be made only in the University website. Hence, all the applicants are advised to visit the University web site regularly.
2. For query, if any, please write to non-teaching.recruitment@cuj.ac.in mentioning name of the post.

Sd/-
REGISTRAR

NO OBJECTIN CERTIFICATE: IN OFFICE LETTER HEAD

The applicant Dr./Mr./Mrs./Ms. _____ who has submitted this application for the post of _____ in the Central University of Jharkhand, has been working in this organization namely _____ in the Post of _____ in a temporary /contract/ Permanent capacity with effect from _____ in Pay Level _____. He /She is drawing a basis pay of _____. His /Her next increment is due on _____.

Further, it is Certified that no vigilance case or disciplinary proceedings or criminal proceeding is either pending or contemplated against the said applicant. There is no objection for his/her application being considered by the Central University of Jharkhand.

(Signature of the forwarding officer)

Name: _____

Designation: _____

Place: _____

Date: _____

(Seal)

Note: The NOC form shall be uploaded in the space provided with the online application form.