

बसु विज्ञान मंदिर के मेमोरेण्डम ऑफ एसोसिएशन और नियमों व उप-नियमों से मिली शक्तियों का इस्तेमाल करते हुए, और DST के 24 अप्रैल, 2025 के पत्र संख्या AI/16/20/MISC/2020(E-46203) के संदर्भ में, काउंसिल ने 29.07.2025 को हुई अपनी 210वीं बैठक में एजेंडा आइटम नंबर 4 के तहत निम्नलिखित पदों के लिए नई भर्ती नियमावली को मंजूरी दी/

In exercise of the powers conferred by the Memorandum of Association and Regulations and By-laws of Bose Institute read in conjunction with DST letter no. AI/16/20/MISC/2020(E-46203) dated 24th April, 2025, the Council approved the new recruitment rules for the following posts in its 210th meeting held on 29.07.2025 vide agenda item no. 4 :

Cadre	Post
Technical	Senior Technical Assistant Senior Field Assistant Senior Laboratory Assistant Junior Laboratory Assistant
Estate and Engineering	Workshop Superintendent Overseer Junior Overseer Driver-cum-Mechanic Plumber
Administrative	Deputy Registrar Accounts Officer Audit & Finance Officer

ये भर्ती नियम 2 जुलाई, 2026 से लागू होंगे।/ These recruitment rules will come into effect from 02nd July, 2026.

An 24/06/2026

प्राध्यापक अनुप कुमार मिश्रा / (Prof. Anup Kumar Misra)

रजिस्ट्रार (स्थानापन्न)/ Registrar(O)

ESTATE AND ENGINEERING

WORKSHOP SUPERINTENDENT

Sl. No.		Recruitment Rules
2.	1. Name of the Post	WORKSHOP SUPERINTENDENT
	2. No. of post	1 (One)
	3. Classification	Estate and Engineering
	4. Scale of Pay	PB-3 (Rs. 15,600 – 39,100/-) Grade Pay Rs. 5,400/- Pay Level 10 as per 7 th CPC
	5. Whether Selection or Non-selection post	N.A.
	6. Method of recruitment whether by direct recruitment or by promotion	By Deputation / Direct Recruitment (Deputation and Direct Recruitment through interview)
	7. Age limit for direct recruits	Not exceeding 35 years
	8. Educational and other qualifications required for direct recruits only	Educational qualification & experience: (i) Bachelor's Degree of a recognised University in Electrical, Mechanical or Electronics & Communications Engineering or its equivalent with at least 55% of the marks, or CGPA 5.5 or above in the scale of 10, or equivalent wherever grading system is followed (ii) Working experience in the analogous post OR 5 years experience should be in a responsible technical position in any Central or State Govt. / Autonomous body / PSU / University in the field to be specified.
	For deputation	Same as Direct recruitment
	9. Period of Probation	1 (One) year
10. Whether age and educational qualifications prescribed for the	N.A.	

	direct recruits will apply in the case of promotees	
11.	In case of recruitment by promotion grade from which promotion to be made	N.A.
12.	Composition of selection Committee	<ul style="list-style-type: none"> (i) The Director – Chair (ii) One Dean/Chairperson – Member (iii) One Nominee of the Council – Member (iv) One outside expert in the field nominated by the Director – Member (v) Registrar – Member
13.	Job Profile	<ul style="list-style-type: none"> (i) Work as the Officer-in-Charge of the Workshop. (ii) Supervise the diverse works in the Workshop. (iii) Supervise all fire safety and electrical systems of various campuses. (iv) Organize fire safety drills on a regular basis. (v) Supervise and arrange repair and maintenance of the Lifts and AC Machines. (vi) Arrange repair and maintenance of research instruments. (vii) Design and fabricate instruments and maintain design records for future use. (viii) Organize planning and expansion and purchase of equipment related to electrical infrastructure and fire-fighting equipment in various campuses. (ix) Maintain all power supply and back-up facilities in various campuses of the institute. (x) Liaison with various power supply agencies as and when required. (xi) Oversee all official transportation arrangements. (xii) The Competent Authority at its discretion shall assign the incumbent such other duties as and when required.

OVERSEER-CUM-CARETAKER

Sl. No.	Recruitment Rules
3.	1. Name of the Post OVERSEER-CUM-CARETAKER
	2. No. of post 1 (One)
	3. Classification Estate and Engineering
	4. Scale of Pay PB-2 (Rs. 9,300 – 34,800/-) Grade Pay Rs. 4,600/- Pay Level 7 as per 7 th CPC
	5. Whether Selection or Non-selection post Selection
	6. Method of recruitment whether by direct recruitment or by promotion By Composite Methods / Direct Recruitment (Direct recruitment through competitive written examination)
	7. Age limit for direct recruits Not exceeding 30 years
	8. Educational and other qualifications required for direct recruits only Educational qualification & experience: (i) Bachelor's Degree of a recognised University in Electrical, Mechanical or Electronics & Communications Engineering or its equivalent with at least 55% of the marks, or CGPA 5.5 or above in the scale of 10, or equivalent wherever grading system is followed OR Bachelor's Degree from a recognized University / Institute in any discipline with at least 55% of the marks, or CGPA 5.5 or above in the scale of 10, or equivalent wherever grading system is followed with Diploma in Civil Engineering from a reputed Institute / Organization recognized by the Council of Technical Education. (ii) Working experience in the analogous post OR 3years experience of work in building construction & maintenance of buildings in any reputed organisation.
	For deputation Same as Direct recruitment
	9. Period of Probation 2 (Two) years
	10. Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotees Age: No Qualification: Yes

11. In case of recruitment by promotion grade from which promotion to be made	5 years experience in the post of Jr. Overseer-cum-Caretaker in Pay Level 6 as per 7 th CPC
12. Composition of selection Committee	<ul style="list-style-type: none"> (i) The Director -Chair (ii) One Dean/Chairperson – Member (iii) One outside expert (Civil/Electrical Engineer) nominated by the Director – Member (iv) Registrar – Member
13. Job Profile	<ul style="list-style-type: none"> (i) Supervise maintenance of all buildings and campuses, civil constructions, repair works including water supply, plumbing and sanitary works, security and watch-and-ward duties, cleanliness and beautification of buildings/premises. (ii) Arrange and supervise all waste management including disposal of biological and chemical wastes. (iii) Organize planning and purchase of equipment and consumables related to civil infrastructure at various campuses. (iv) Maintain all water supply and back-up facilities in various campuses of the institute. (v) Liaison with various civic agencies (Government/Semi-government/Private) as and when required. (vi) The Competent Authority at its discretion shall assign the incumbent such other duties as and when required.

JUNIOR OVERSEER-CUM-CARETAKER

Sl. No.		Recruitment Rules
8.	1. Name of the Post	JUNIOR OVERSEER-CUM-CARETAKER
	2. No. of post	1 (One)
	3. Classification	Technical
	4. Scale of Pay	PB-2 (Rs. 9,300 – 34,800/-) Grade Pay Rs. 4,200/- Pay Level 6 as per 7 th CPC
	5. Whether Selection or Non-selection post	N.A.
	6. Method of recruitment whether by direct recruitment or by promotion	By Direct Recruitment through competitive examination
	7. Age limit for direct recruits	Below 30 years
	8. Educational and other qualifications required for direct recruits only	Educational qualification & experience: (i) Bachelor's Degree of a recognised University in Civil Engineering with at least 55% of the marks, or CGPA 5.5 or above in the scale of 10, or equivalent wherever grading system is followed OR Bachelor's degree from a recognized University / Institute in any discipline with at least 55% of the marks, or CGPA 5.5 or above in the scale of 10, or equivalent wherever grading system is followed with Diploma in Civil Engineering from a reputed Institute / Organization recognized by the All India Council for Technical Education. (ii) Experience of work in building construction & maintenance of buildings in any reputed organisation
	9. Period of Probation	2 (Two) years
	10. Whether age and educational qualifications prescribed for the direct recruits will	N.A.

	apply in the case of promotes	
	11. In case of recruitment by promotion grade from which promotion to be made	N.A.
	12. Composition of selection Committee	(i) The Director or nominee - Chair (ii) One Expert to be nominated by the Director – Member (iii) Registrar – Member (iv) Workshop superintendent – Member (v) Deputy Registrar – Member
	13. Job Profile	(i) Facilitate maintenance of all buildings and campuses, civil constructions, repair works including water supply, plumbing and sanitary works, security and watch-and-ward duties, cleanliness and beautification of buildings/premises. (ii) Facilitate all waste management including disposal of biological and chemical waste. (iii) Facilitate planning and purchase of equipment and consumables related to civil infrastructure at various campuses. (iv) Facilitate maintenance of all water supply and back-up facilities in various campuses of the institute. (v) Facilitate liaising with various civic agencies (Government/Semi-government/Private) as and when required. (vi) The Competent Authority at its discretion shall assign the incumbent such other duties as and when required

DRIVER-CUM-MECHANIC

Sl. No.	Recruitment Rules
3.	<p>1. Name of the Post DRIVER-CUM-MECHANIC</p> <p>2. No. post 4 (Four)</p> <p>3. Classification Estate and Engineering</p> <p>4. Scale of Pay Pay Band – 1 (Rs. 5200 – 20,200/-) Grade Pay Rs. 1,900/- Pay Level 2 as per 7th CPC</p> <p>5. Whether Selection or Non-selection post N.A.</p> <p>6. Method of recruitment whether by direct recruitment or by promotion By Direct Recruitment (Selection to be made through trade test)</p> <p>7. Age limit for direct recruits Not exceeding 25 years</p> <p>8. Educational and other qualifications required for direct recruits only Essential: (i) Matriculation (Class X pass) from a recognised board (ii) Must possess a valid driving licence for light & heavy motor vehicle. (iii) Driving experience for at least 1 year for LMV/HMV. (iv) Ability to minor / simple repair in an automobile. Desirable: Certificate in automobile mechanic.</p> <p>9. Period of Probation 2 (Two) years</p> <p>10. Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotes N.A.</p> <p>11. In case of recruitment by promotion grade from which promotion to be made N.A.</p> <p>12. Composition of selection Committee (i) The Director or nominee - Chair (ii) One Dean/Chairperson – Member (iii) Registrar – Member (iv) Workshop Superintendent – Member (v) Deputy Registrar – Member</p>

	13. Job Profile	<ul style="list-style-type: none">(i) Driving and maintenance of motor vehicles of the Institute and carry out minor repairs as and when required.(ii) Facilitate regular upkeep, repairs, servicing of the motor vehicles through authorized dealers.(iii) The Competent Authority at its discretion shall assign the incumbent such other duties as and when required
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PLUMBER

Sl. No.	Recruitment Rules	
4.	1. Name of the Post	PLUMBER
	2. No. of post	2 (Two)
	3. Classification	Estate and Engineering
	4. Scale of Pay	Pay Band – 1 (Rs. 5200 – 20,200/-) Grade Pay Rs. 1,900/- Pay Level 2 as per 7 th CPC
	5. Whether Selection or Non-selection post	N.A.
	6. Method of recruitment whether by direct recruitment or by promotion	By Direct Recruitment through competitive written examination
	7. Age limit for direct recruits	Not exceeding 25 years
	8. Educational and other qualifications required for direct recruits only	Essential: (i) Matriculation (Class X pass) from a recognised board (ii) Plumbing certificate from a recognized Institution/ Organization (iii) Experience in different type of functions related to plumbing work.
	9. Period of Probation	2 (Two) years
	10. Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotes	N.A.
	11. In case of recruitment by promotion grade from which promotion to be made	N.A.
	12. Composition of selection Committee	(i) The Director or nominee - Chair (ii) One Dean/Chairperson – Member (iii) Registrar – Member (iv) Workshop Superintendent – Member (v) Deputy Registrar – Member

	13. Job Profile	<ul style="list-style-type: none">(i) To do all repair and maintenance jobs relating to sanitary and plumbing works and water supply including installation of related works with new and old materials and excavation of mud where necessary for such jobs.(ii) Periodic cleaning of tanks / water reservoir etc;(iii) Operation, routine maintenance and repairing of pumps, regulation / control of all kind of valves for maintaining supply of water and any jobs as may be assigned to the incumbent.(iv) Carrying job-related tools and materials shall also be function of post.(v) The Competent Authority at its discretion shall assign the incumbent such other duties as and when required.
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