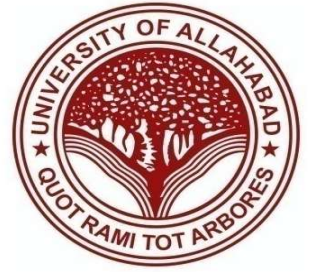




# इलाहाबाद विश्वविद्यालय

प्रयागराज — 211 002, उ०प्र० (भारत)  
UNIVERSITY OF ALLAHABAD  
Prayagraj – 211 002, U. P. (INDIA)



Advt. No.: ADVT/AU/NT/02/2025

Dated: 21/08/2025

## VACANCY NOTICE

The University of Allahabad (a Central University) at Prayagraj, Uttar Pradesh invites applications for filling up the following position under direct recruitment: -

S N	Name of Post	Category	Number of Post	Pay Level
1	Finance Officer	UR	01	Level-14 (As per 7 <sup>th</sup> CPC)

### Essential Qualification & Experience:

Appointments to the post of Finance Officer shall be by interview as prescribed in act and ordinance of University of Allahabad. The tenure of the post is 05 (five) years. The following categories of persons shall be eligible to be considered for appointment: -

- Persons, who have knowledge or experience of financial administration/management and are working in universities or other institutions/establishments of higher education/research presently working:
  - as Professor (or equivalent); or
  - as teacher or academic or research staff, with a service of at least fifteen years including eight years in the rank/grade of Associate Professor (or equivalent); or
  - as Finance Officer, holding a post-graduate degree in Commerce/ Management with at least 55% marks or its equivalent grade (in the UGC Seven-point scale) and with service of at least fifteen years, including eight years as Deputy Registrar or Deputy Finance Officer or equivalent.
- Person working in Government or a Public Sector Undertaking and possessing appropriate experience of financial administration/management with a service of at least ten years in posts of Group 'A' level or with an overall service of at least fifteen years including eight years in posts of Group 'A' level.
- Chartered Accountants with an experience of not less than twelve years as Chartered Accountant.
- A Master Degree with at least 55% of the marks or its equivalent Grade of 'B' in the UGC seven-point scale.
  - At least 15 years of experience as Assistant Professor in the level 11 and above or with eight years of service in level 12 and above including as Associate Professor along with experience in educational administration.

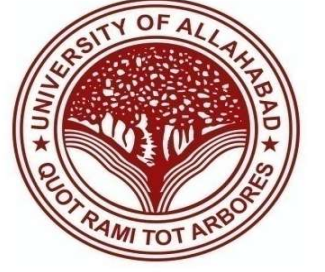
Or

- Comparable experience in research establishment and/or other institution of



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higher education;

Or

(iii) As administrative officer having 15 years of administrative experience of which 8 years shall be as Deputy Registrar or on an equivalent post.

**Age of superannuation:** 62 years

**Registrar**  
**University of Allahabad**



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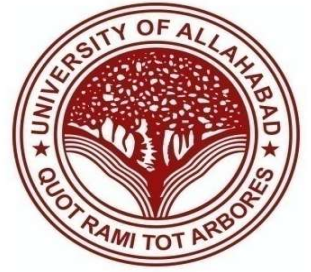
## **GENERAL INSTRUCTIONS**

- (i) Mere eligibility will not entitle any candidate for being called for interview. In case the applicants are more in number, a Screening Committee shall short-list the most suitable candidates to be called for the interview as per the University norms.
- (ii) Reservation for the candidates belonging to SC/ST/OBC/Physically Challenged/ Ex-serviceman category shall be given as per the Govt. of India norms.
- (iii) Relaxation of 5% marks (from 55% to 50%) will be provided at the Master's Level in case of SC/ST candidates as per Govt. of India Rules.
- (iv) Only matriculation/SSC certificate/Admit card/passing certificate issued by the concerned education board will be considered as proof of date of birth. No other document will be accepted for verification of date of birth.
- (v) Candidates must ensure before applying that they are eligible according to the criteria stipulated in the advertisement. If the candidate is found ineligible at any stage of recruitment process, he/she will be disqualified and their candidature will be cancelled. Hiding of information or submitting false information will lead to cancellation of candidature at any stage of recruitment.
- (vi) Only the shortlisted candidates will be called for interview.
- (vii) The age of superannuation shall be 62 years or as amended time to time by UGC/MoE.
- (viii) Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and / or an application in response thereto can be instituted only in Prayagraj and courts/tribunals/ forums at Prayagraj.
- (ix) The University reserves the right to reject any application without assigning any reason whatsoever.
- (x) The University reserves the right to Revise/Reschedule/Cancel/Suspend the recruitment process without assigning any reason at any stage. The decision of the University shall be final and no appeal shall be entertained.
- (xi) Any corrigendum/ changes/ updates shall be available only on the University website: [www.allduniv.ac.in](http://www.allduniv.ac.in)
- (xii) The candidate must attach copies of all relevant testimonial documents (self-attested). The original certificates would be required for verification at the time of interview.
- (xiii) The post carries usual allowance i.e. DA, HRA and Transport Allowance etc. as admissible to University of Allahabad. In addition to the emoluments, benefits such as Leave Travel Concession, Reimbursement of Medical expenses for self and dependents, conveyance advance, Children Education Allowance etc. are available as per University of Allahabad rules. As applicable to the employees of



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University of Allahabad, accommodation will be allotted as per priority to be reckoned from the date of application/availability, in which case HRA will not be admissible.

- (xiv) Incomplete applications, unsigned applications and those not accompanied with copies of attested certificates and application fee will be summarily rejected.
- (xv) Candidates employed in Central/State Government, Universities or other autonomous organizations should attach a “No Objection Certificate” (NOC) along with the Integrity Certificate, Vigilance Clearance Certificate in the prescribed format from their current employer in support of their application. Candidates, who are not able to attach the NOC, integrity certificate, vigilance clearance certificate, and no penalty certificate at the time of filling form, must bring at the time of Interview.

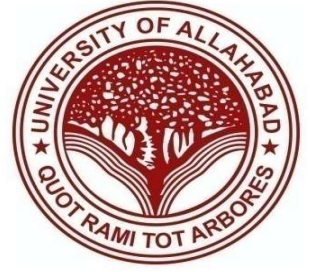
The Up-to-date CR Dossiers. Integrity Certificate. List of Major/Minor penalties, if any, imposed during the last 05 years may be asked to submit at any time.

- (xvi) The period of experience in the requisite discipline/ area of work wherever prescribed shall be counted w.e.f. the date of acquiring the prescribed minimum educational qualifications required for that post.
- (xvii) The decision of the Vice Chancellor, University of Allahabad in all matter relating to eligibility, acceptance or rejection of applications, mode of selection and conduct of interview will be final and binding on the candidates and No Enquiry or correspondence will be entertained in this connection from any individual or his/her agency.
- (xviii) Applications received after the prescribed date will not be entertained.
- (xix) Canvassing in any form and or on bringing in any influence political or otherwise will be treated as a disqualification for the post.
- (xx) All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for the post. No enquiry asking for advice as to eligibility will be entertained.
- (xxi) The date of determining the eligibility of all candidates in every respect shall be the normal closing date for receipt of Applications.
- (xxii) Candidates must be in sound bodily health. They must, if selected be prepared to undergo such medical examination and satisfy such medical authority as University may require.
- (xxiii) The envelope must be superscribed as application for the post of "Name of the Post".
- (xxiv) The competent Authority reserves the right to extend the closing date for receipt of applications and also reserves the right to postpone/cancel the recruitment process.



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- (xxv) Application fees in form of non-refundable demand draft of Rs.1500/- (Rs. One Thousand Five hundred only for General and OBC candidates) and Rs. 600/- (Rs. Six hundred only for SC/ST/PwD candidates) from any Nationalized Bank drawn in favor of the “Finance Officer, University of Allahabad”, payable at Prayagraj.
- (xxvi) The Application Form can be downloaded from University Website: [www.allduniv.ac.in](http://www.allduniv.ac.in) and the application form, complete in all respect along with other documents, demand draft etc. as required must reach to the Office of the Registrar, University of Allahabad, Prayagraj - 211002 (U.P.) on or before 11.09.2025 at 05:00 PM.

**Registrar**  
**University of Allahabad**