

विश्वभारती
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VISVA-BHARATI



ADVERTISEMENT NO:01/2026 dated 28.01.2026

Visva-Bharati, an 'Institution of National Importance' functions as a unitary teaching and residential Central University established by the Visva-Bharati Act 1951 (Central Act No. XXIX of 1951).

Visva-Bharati invites online applications from the eligible candidates for recruitment to the following statutory/administrative posts through direct recruitment and on deputation as mentioned against each :-

Sl. No.	Name of the post	Mode of Recruitment	No. of Post	Category
1.	Director of Physical Education, Sports, National Service and Student Welfare(Tenure Post)	Direct Recruitment	01	UR
2.	Finance Officer(Vitta-Adhikari) (Tenure Post)	Direct Recruitment	01	UR
3.	Internal Audit Officer	Deputation	01	UR
4.	Assistant Registrar	Direct Recruitment	01	UR
5.	Security Officer	Direct Recruitment	01	UR

Note:

For Sl. No. 3: - Previous advertisements vide No. 01/2025 dated 24.04.2025 and 03/2025 dated 12.06.2025 are hereby declared as cancelled.

1. PAY SCALE

- i) **Sl. No. 1& 2:** Level 14 with Entry Pay of Rs. 1,44,200/- as per 7th CPC Pay Matrix.
- ii) **Sl. No. 3:** Level 12 with Entry Pay of Rs. 78,800/- as per 7th CPC Pay Matrix.
- iii) **Sl. No. 4:** Level 10 with Entry Pay of Rs. 56,100/- as per 7th CPC Pay Matrix.
- iv) **Sl. No. 5:** Level 7 with Entry Pay of Rs. 44,900/- as per 7th CPC Pay Matrix.

[The pay and conditions of deputation of the Officers selected will be regulated in accordance with Department of Personnel & Training OM No. 6/8/2009-Esst.(Pay II) dated 17.06.2010, as amended from time to time and other instructions of the Central Govt.]

2. AGE LIMIT

- i) **For Sl. No. 1:** Preferably below 60 years
- ii) **For Sl. No. 2:** Preferably below 57 years
- iii) **For Sl. No. 3:** Not exceeding 56 years
- iv) **For Sl. No. 4:** 40 years
- v) **For Sl. No. 5:** 35 years

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3. TENURE

- i) **For Sl. No. 1:** The tenure of appointment for the post of Director of Physical Education, Sports, National Service and Student Welfare is of five years or till the incumbent attaining the age of 65 years, whichever is earlier.
- ii) **For Sl. No. 2:** The tenure of appointment for the post of Finance Officer is of five years duration, or till the incumbent attaining the age of 62 years, whichever is earlier.

4. **Essential qualifications:**

4.1 Director of Physical Education, Sports, National Service and Student Welfare (Sl. No. 1) (Tenure Post):

Mode of Recruitment: Direct recruitment.

Eminent scholar with published work of high quality, actively engaged in research, with ten years of experience in post-graduate teaching and / or experience in research in university/ national level institutions, including experience of guiding research at doctoral level. The teachers with 15 years of U.G. teaching / research experience may also be considered at the discretion of the university.

OR

An outstanding scholar with established reputation who has made significant contribution to knowledge.

4.1.1 Desirable Qualification for Director of Physical Education, Sports, National Service and Student Welfare (Sl. No. 1):

- i) He / She should have Certificate in NSS / NCC (C-Certificate). He / She should be able to oversee the NCC / NSS activity.
- ii) Proven back record and experience in managing the promotion of Physical fitness, Health, Welfare, Psychological and Emotional well-being of the students to ensure equitable access to quality mental health service.

4.1.2 Job Requirement for Director of Physical Education, Sports, National Service and Student Welfare (Sl. No. 1):

- i) The candidate should be an eminent sports person or personality in the field of higher level planning and coordination of annual sports and athletic activities in school and university in the environment with experience of student welfare activities / management of residential students and counseling of students in University / equivalent Institutions and should have experience in educational administration.
- ii) The Person shall co-ordinate the activities at different campuses in respect of Physical Education, Sports, National Service and other activities where the students participate. He / She shall also act as the Dean of Students Welfare and oversee all the concerned field.


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4.2 Finance Officer (Sl. No. 2):

Mode of Recruitment: Direct recruitment.

- i) Master's degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed.
- ii) At least 15 years of experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration.

OR

Comparable experience in research establishment and / or other institutions of higher education.

OR

15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post.

4.2.1 Desirable Qualification & Experience for Finance Officer (Sl. No. 2):

- i) ACA / AICWA / ACS / MBA (Finance)/ member of any organized Audit and Accounts Service (Group-A) of Central Government.
- ii) Experience of working in University system, in a senior administrative capacity.

4.3 Internal Audit Officer (Sl. No.3):

Mode of Recruitment:Deputation.

Period of Deputation: The period of deputation shall ordinarily be three years, and may be extended as per GOI rules

By drawing officers belonging to Audit and Accounts Services or other similar organized Accounts Services in Central / State Govt., holding analogous posts on regular basis;

OR

With three years regular service in Level 11 or equivalent in the area of Audit and Accounts in any Govt. Department / Autonomous bodies.

OR

With five years regular service in Level 10 or equivalent in the area of Audit and Accounts in any Govt. Department / Autonomous bodies.

Desirable Qualification: CA/ CMA/ MBA (Finance)

4.4 Assistant Registrar (Sl. No. 4):

Mode of Recruitment: Direct recruitment through a written test and interview.

- i) Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed.
- ii) The appointment under direct recruitment shall be made through an All India open competition by conducting a written test and interview.


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4.5 Security Officer (Sl. No. 5):

Mode of Recruitment: Direct recruitment through a written test.

Bachelor's Degree from a recognized University/ Institution with five years experience as Security Supervisor / Supervisory Position in Security in a Govt. Office, Educational Institute / Private Organisation of repute with an annual turnover of at least Rs.200/- Crores or more

OR

Persons who have served in the Army or such Uniformed Service at JCO level or equivalent or above, with 10th standard pass or Army class I Examination or an equivalent examination.

AND

Holding a valid Driving License (LMV/Motor cycle).

5. Scheme of Examination and Syllabus for the posts of Assistant Registrar & Security Officer will be announced in due course on the University website: www.visva-bharati.ac.in.

GENERAL CONDITIONS FOR THESE RECRUITMENTS:

1. Candidates must fulfill the prescribed qualification and experience as on the closing date of application, as prescribed by the University for the respective post. All educational qualifications must have been obtained from recognized University/ Institute which are approved / recognized by the UGC / Ministry of Education. The advertised post carries admissible scale plus admissible allowances. Applicants are required to produce specific certificates as per eligibility conditions.
2. Application fees and forms are to be submitted as per details given below:
 For Post in Level 14 - Rs. 2000/-
 For Post in Level 12 & 10 - Rs. 1600/-
 For Post in level 7 - Rs. 1200/-
 - Applications with incomplete information or without requisite fee shall be rejected.
 - Fees once paid will not be refunded under any circumstances.
 - Women applicants are exempted from paying any application fee.
3. The candidates must apply through the Samarth Portal(<https://visvabharatint.samarth.edu.in>).
4. **AGE RELAXATION:**
 - a. The upper age limit for the prescribed post shall be relaxable to the applicants already working in the University system as per Govt. of India / UGC rules / regulation / orders etc. applicable to these advertised posts.
 - b. The upper age limit for the posts advertised shall be determined as on closing date of advertisement. Documents seeking for age relaxation should be submitted at the time of written examination/interview (as applicable for the respective post) also, even if the same has been submitted earlier with the application.
 - c. The upper age limit shall also be relaxable up to a maximum of five years or the number of years (in completed years), whichever is less, provided they have rendered at least three years regular service in same or allied field in organization(s) under Government Departments/Statutory or Autonomous bodies/Universities/affiliated or constituent colleges under the University/Public sector Undertakings. "Regular Service" means service rendered by an employee in the Cadre on regular basis on the service other than contract or daily wages but includes ad-hoc promotion or appointment in a cadre post through due procedure followed by regularization to the extent approved by the competent authority.

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5. Those who are in employment with state/Central Govt/PSU, must submit a "NO OBJECTION CERTIFICATE" from the employer at the time of verification of documents or as and when asked to upload by the University. Failure to submit/upload NOC by due date will lead to cancellation of candidature.
6. Canvassing in any form will be a disqualification.
7. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the University shall be final. Applicants are advised to satisfy themselves before applying that they possess the essential qualifications laid down in the advertisement. The candidates are advised to go through the requirements of educational qualification, age etc. and satisfy themselves that they are eligible as per advertisement before applying; otherwise, their candidature will be cancelled at any stage, if any information or claim is not found substantiated when the scrutiny of documents is undertaken by the University.
8. All correspondence from the University including interview letter, if any, shall be sent only to the e-mail address provided by the applicant in the application form.
9. The number/category/recruitment mode of posts advertised may increase/decrease/change, and the University reserves the right not to fill up some or all posts advertised, if the circumstances so warrant. The University reserves the right to withdraw this advertisement, either partly or wholly, at any time without assigning any reason.
10. Applicants must NOT furnish any particulars that are false, tampered or fabricated, or suppress any material / information while submitting the application and self-certified copies/testimonials.
11. Based on the declaration and information provided by the candidate in their Online Registration Form/Application Form, a preliminary scrutiny will be made before the candidate is provisionally declared eligible to appear in the Interview/ Written Examination. All Selection will be made in order of merit. However, selected/qualified candidates are subject to document verification based on information provided in the application form before declaration of results. If anyone is found not fulfilling the prescribed qualification/experience etc. and any other eligibility criteria as per the advertisement, at any stage of process, his/her candidature will be treated as cancelled without any further notice.
12. Essential qualification and experience prescribed are the minimum and mere possession of them will not entitle an applicant to be called for interview.
13. The University strives to have a workforce which reflects gender balance and women candidates are encouraged to apply.
14. Selected candidates will be required to go through police verification before or after joining to the University. Selection /Appointment of a candidate is liable to be cancelled in case the police verification report is not satisfactory.
15. Appointees shall reside within the territorial jurisdiction of the University as declared in the Visva-Bharati Act, 1951.


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16. Applicants should upload self-attested copies of testimonials towards evidence of age, educational qualifications, caste certificate, physical disability (if any), past service experience (if any) etc. with the applications.
17. Candidates, who are in employment with the State/Central Gov't / Autonomous body/ University/other Gov't funded bodies, shall apply through proper channel i.e., they will submit 'No Objection Certificate' from the employer along with the online application, and produce the original NOC during interview or as and when asked by the University for verification of documents. Failure to submit/upload NOC by due date will lead to cancellation of candidature.
18. Counting of past service as per Govt. of India Rules for a candidate, who is already in service, will be considered and allowed only, if the application is received through proper channel; and proper release order, last pay certificate etc., issued by the last employer, are submitted at the time of joining.
19. In case of any inadvertent mistake in the process of selection, which maybe detected at any stage even after issuing an appointment letter, the University reserves the right to modify / withdraw / cancel any communication made to the applicant.
20. In pursuance of the Memo No. 19-50/2015-Desk-U, dated 22.12.2015 of the MHRD (Now MoE, Government of India), there shall be no interview for appointment to the Group 'C' and 'B' posts. Accordingly, no interview shall be held for appointment to the Group 'C' and 'B' posts.
21. The terms and conditions of appointment shall be communicated in the form of "Offer of Appointment or Appointment letter" to the 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.
22. The weightage for written examination (Paper-I & Paper-II) will be 70% and for Interview / Personality test will be 30%.
23. The ratio of the number of vacant posts to be filled and the number of candidates to be called for interview does not exceed 1:15. In order to comply with the requirements of maximum ratio, the University may fix higher qualifying criteria for the candidates at its discretion. If the number of applications received is large, and it is not convenient for the University to interview all applicants, the number of candidates shortlisted for interview may be subjected to the aforementioned ratio of 1:15 based on the qualifying criteria decided by the University.
24. Applicants may apply for one or more than one posts as per their eligibility. However, the candidate will have to deposit application fee for each post separately.
25. No TA / DA will be paid for appearing in any written test / Interview for any post.
26. Candidates called for interview but staying abroad may attend interview through SKYPE or any other audio-visual link, as would be permitted by the University.
27. In case of any disputes, any suites or legal proceedings against the University, the territorial jurisdiction shall be restricted to the Hon'ble Calcutta High Court, West Bengal.
28. No interim correspondence on any context relating to the recruitment for the advertised posts from any candidate shall be entertained.

Signature 28/01/2016

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29. Addendum/ deletion/ corrigendum, if any, will be posted on the University website only i.e. www.visva-bharati.ac.in.
30. The closing date / time of applying online will be 28th February, 2026, 11:59 P.M.
31. In order to avoid last minute rush, the applicants are advised to apply early.

Santiniketan
Date: 28.01.2026

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Apply through the link;
<https://visvabharatint.samarth.edu.in>

Click here for advertisement details
www.visva-bharati.ac.in