



ALIPURDUAR UNIVERSITY

A state university established by The Alipurduar University Act, 2018
West Bengal Act XVII of 2018

P.O. Alipurduar Court, District - Alipurduar - 736122

registrar@alipurduaruniversity.ac.in
regapdu@gmail.com

Dr. Kumar Basnet
Registrar (Officiating)

Ref. No. 049/Notice/Reg./26

Date: 21.07.2026

EMPLOYMENT NOTIFICATION

Applications are invited for a "Walk-in Interview/Interaction" for the post of Finance Officer at Alipurduar University, purely on a contractual basis. The recruitment will follow the re-employment scheme from competent retired government, quasi-government, government undertaking officials, or persons with equivalent experience.

The exact date, time, and mode of the interview/interaction will be communicated to shortlisted applicants in due course via email.

Details of the Post:

- Post Name: Finance Officer
- Vacancies: 01 (One)
- Consolidated Pay: As framed and approved by the Department of Higher Education, Government of West Bengal.
- Age Limit: Retired persons between 60 to 65 years of age.

Qualifications & Experience:

1. A uniformly good academic record with a Master's Degree in Commerce/Finance with a minimum of 55% marks or a Chartered Accountant / Cost Accountant, OR an MBA with a specialization in Finance.
2. A minimum of 15 years of experience in managing finance within a Government body, University, Institute of Higher Learning, or Commercial Establishment. Out of which, at least 5 years must be in a higher administrative capacity equivalent to Finance Officer of a University involving supervision, financial control, planning, and administration.

General Instructions for Applicants:

- Interested candidates must email a detailed bio-data complete in all respects (including their primary contact number and email ID), alongside all supporting qualifications and experience certificates. The application must be consolidated into a single PDF file and sent via email to regapdu@gmail.com on or before 31.07.2026.
- The initial appointment will be for six months, subject to final approval from the Department of Higher Education, Government of West Bengal. Based on performance and institutional requirements, the tenure may be extended further until the candidate reaches 65 years of age.
- The University reserves the right to relax the strict experience criteria in exceptional or highly deserving cases.
- Meeting the minimum eligibility criteria does not guarantee a call for the interview. The University reserves the right to conduct a screening or written test if a large volume of applications is received.
- The decision of the University authorities will be final in all matters regarding recruitment. No interim inquiries or general correspondence regarding selection will be entertained.
- No TA/DA will be paid to candidates appearing for the interview.
- Incomplete applications or submissions missing mandatory documents or received after the deadline are liable for automatic rejection. The University also reserves the right not to fill the vacancy without providing a reason.

Registrar
Alipurduar University

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