



Scottish Church College

1 & 3 Urquhart Square, Kolkata 700 006

www.scottishchurch.ac.in

Scottish Church College, a Govt.-aided Christian minority institution, established in 1830 by the Scottish missionary, Rev. Dr. Alexander Duff, is looking for a qualified person for the post of Principal. The college is affiliated to Calcutta University, administered by the Church of North India, and is under Sections 2(f)/12(b) of the UGC. The College is getting ready for NAAC accreditation – Cycle II, earlier accredited with Grade A. It is one among the few CPE (UGC) colleges in the State of West Bengal. The college has a student-strength of over 2300 with post-graduate (Autonomous) courses in Botany and Chemistry. The college also runs Department of Teacher Education, offering B.Ed. course to women students.

The Principal will be the Chief Executive Officer of the college, reporting to the Governing Board and his main objective shall be to run the institution according to the highest professional and Christian standards.

- **Pay Scale: Pay Band of Rs. 37400-67000/- plus Academic Grade pay Rs. 10,000/-**

Special allowance: As per rules

- **Required Qualification (As per WB HED GO No. 982 – Edn (CS)/8R-I/10 dated 30/12/2013)**

1. Master's Degree with at least 55% marks (or an equivalent grade in point scale)
2. PhD in concerned/allied/relevant discipline in the institution concerned with evidence of published work and research guidance
3. Associate Professor/Professor with a total experience of 15 years of teaching/research/administration in universities, colleges and other institutions of higher education.
4. Age not above years 55 years as on 01/01/2017.
5. Should have teaching and administrative experience in an affiliated degree college for at least 10 years inclusive of at least 5 years administrative experience.
6. A minimum score in the academic performance indicator (API) based Performance Based Appraisal System (PBAS), with emphasis on published work, designed in accordance with UGC guidelines.

- **Other requirements:**

1. Must be a Christian reflecting the values of the institution
2. Computer knowledge and capability of exercising control through computerized environment is essential.

- **Main responsibilities:**

1. To implement the policies and plans as decided by the Governing Board of the college
2. To provide academic and professional leadership
3. To maintain the Christian character of the college
4. To liaison with the affiliating university, the UGC, the Education Directorate and other offices
5. To ensure cordial relationships with students, the church community and community at large, as the Chief Public Relations Officer of the College
6. To perform all other duties assigned by the Governing Board

Interested candidates may apply to the undersigned with full bio-data and copies of supporting documents on or before **15th June 2017** The envelope must be superscripted, "**Application for the post of Principal – Scottish Church College**".

The Rt. Rev. Ashoke Biswas
President, Council of Scottish Church College &
The Bishop of Calcutta
Bishop's House, 51 Chowringhee
Kolkata 700 071
Email: ashoke.biswas@vsnl.net

23rd May 2017