Scottish Church College

Kolkata – 700 006

Dated: 14/01/2021

Scottish Church College, A Government 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 Section 2(f)/12B of the UGC. The College was last accredited with Grade A. It 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. courses to women students. It also runs various undergraduate courses including Computer Science, Microbiology, BBA, and B.Com (self-financed).

The Principal will be the Chief Executive Officer of the College, reporting to the Governing Body and his/her main objective shall be to run the institution according to the highest professional and Christian missionary standard.

- Pay Scale: As per West Bengal Government approved scales for Grant-in-Aid Colleges. Special Allowance: As per rules.

- **Required Qualification (As per WB HED GO No. 710-Edn (CS)/10M-27/2015 dated 28/06/2017)**

- **Other Requirements:**
  1. Must be a Christian recognizing the values of the Institution.
  2. Computer knowledge and capability of exercising control through computerized environment is desirable.
  3. Administrative experience in a college is desirable.

- **Main Responsibilities**
  1. To implement the policies and plans as decided by the Governing Body 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.
  6. To perform all other duties assigned by the Government Body/College Council.

Interested candidates may apply to the undersigned with full bio-data and copies of supporting documents on or before 15th February, 2021. The envelope must be superscripted **"Application for the Post of Principal – Scottish Church College"**.

Most Rev. Dr. P.C. Singh, Moderator CNI
President, Council of Scottish Church College
1 & 3 Urquhart Square
Kolkata - 700006