



Government of India
Ministry of Skill Development & Entrepreneurship
PTI Building, Sansad Marg, New Delhi-110001

Dated: 14th August, 2019

F.No. SD-17/113/2017(E&PW)

OFFICE MEMORANDUM

Subject: Filling up of vacancies in the National Council for Vocational Education and Training (NCVET), on deputation basis.

Ministry of Skill Development & Entrepreneurship invites applications for filling up of various posts in National Council for Vocational Education and Training (NCVET), a non statutory body, as mentioned below on deputation on Foreign Service terms. The details of the posts along with eligibility criteria, educational qualification/experience etc. required for each category of the post, together with the period of initial deputation are given in the enclosed **Annexure- I**

Sl. No.	Name of the post	No. of posts	Level (7 th Pay Commission) /Pay Band + Grade Pay (6 th Pay Commission)
1.	Director	04	Level-13 (Rs.123100 – 215900)/ (PB-4+GP Rs.8700)
2.	Under Secretary/DD	03	Level-11 (Rs.67700 – 208700)/ (PB-3+GP Rs.6600)
3.	ASO/Research Assistant	04	Level - 7 (Rs.44900 – 142400)/ (PB-2+GP Rs.4600)
TOTAL		11	

@ The vacancies are liable to change without notice.

2. Applicants must be employees of Central or State Governments, Government Companies or Autonomous Bodies or Regulatory Authorities or Universities or Academic or Research or Judicial Institutions etc. of Central/State Governments.

3. The appointment on deputation basis in NCVET will be governed by the instructions issued by the Department of Personnel and Training vide O.M. No. 6/8/2009-Estt. (Pay II) dated 17.06.2010, as amended from time to time. The maximum age limit for appointment to the posts on deputation basis shall be not exceeding 56 years as on the closing date of receipt of applications by NCVET. The Council reserves the right not to fill up any or all the above vacancies.

4. Apart from the pay, the post carries DA, HRA and Transport Allowance etc. as per the rates applicable to the Central Government employees from time to time. Medical reimbursement is admissible as per the prevailing CGHS/CS(MA) Rules. The NCVET is not an eligible office for allotment/retention of Government Accommodation from General Pool.

5. The application in the prescribed pro-forma (**Annexure-II**), complete in all respects may be sent to the undersigned at the address indicated above, through proper channel latest by 15.09.2019. Attested photocopies of ACR/APAR for the last 5 years along with certificate of vigilance clearance and Integrity certificate may be sent with the application.

6. This may kindly be given wide publicity.

(Sanjay Sharma)

Under Secretary to the Government of India
Tel: 011-23465921

Encl: As above.

To

1. All the Ministries/Departments/Organization of the Govt. of India/State Govts. /Union Territories/Universities/Autonomous Bodies, etc, as per list.

Services-II Branch

Diary No. 11137

20/8/19

2. The Technical Director, NIC, Room No. 11/A, North Block, New Delhi-110001 for posting the vacancy circular on the DoPT website under the Heading "Vacancies in National Council for Vocational Education & Training (NCVET)".
3. The Deputy Secretary (MM), DoPT, New Delhi with a request to arrange to sent this vacancy circular through bulk e-mailing system of officers.
4. The Director, NIC Cell, PTI Building, Sansad Marg, New Delhi – 110 001 with the request to kindly get this O.M. placed on the MSDE website.

Copy for information to:

1. The Secretary, Ministry of Skill Development & Entrepreneurship, 5th Floor, Shram Shakti Bhawan, Rafi Marg, New Delhi – 110 001.
2. The Senior Adviser, Ministry of Skill Development & Entrepreneurship, 3rd Floor, Shram Shakti Bhawan, Rafi Marg, New Delhi – 110 001.
3. All Wing/Department Heads of Ministry of Skill Development & Entrepreneurship.

Qualification for Staff

Sl. No.	Name of post & Stream, Pay scale/Pay level	Qualification Requirements	No. of posts/(Period of deputation)
1.	<p>Director Pay Matrix Level 13 (Rs.123100-215900)</p> <p>(corresponding to pre-revised pay scale in PB-4 + GP Rs.8700)</p>	<p>Essential:</p> <ol style="list-style-type: none"> 1) Officers of the All India Services or Central Civil Services Group 'A' or Autonomous Organizations or Regulatory Authorities or Universities or Academic or Research Institutions etc. and 2) (a) Working on analogous post or grade on regular basis in parent cadre or department; or (b) having three years' experience in Grade pay of Rs.7600 or (c) six years' combined service in Grade Pay of Rs.7600 and Grade Pay of Rs.6600, of which at least two years' service in Grade Pay of Rs.7600; or (d) eight years' service in GP Rs.6600/- or equivalent; and <p>Desirable:</p> <ol style="list-style-type: none"> 1). Bachelor's degree in Law/Economics/Commerce/Business Administration with finance & accounts/CA/CS/Cost Accountant or any equivalent degree considered useful by the Selection Committee. 2). Having experience of skilling or understanding of the skill eco-system. 3) Having experience of Administration and Finance 	<p>04</p> <p>Initially for one year extendable as per the norms of DOP&T</p>
2.	<p>Under Secretary Level 11 (i.e. Rs.67700-208700)</p> <p>(Pre-revised scale: PB-3+GP 6600)</p>	<p>Essential:</p> <ol style="list-style-type: none"> 1) Officers of the All India Services or Central Civil Services Group 'A' or Autonomous Organizations or Regulatory Authorities or Universities or Academic or Research Institutions etc. and 2) Working on analogous post/grade on regular basis in parent cadre or department or five years experience in the grade pay of Rs.5400 or six years in the grade pay of Rs.4800 or seven years in the grade pay of Rs.4600 or ten years in the grade pay of Rs.4200 or equivalent, and 3) possessing the qualification of Bachelor's Degree or above in any discipline <p>Desirable</p> <ol style="list-style-type: none"> 1). Bachelor's degree in Law/Economics/Commerce/Business Administration with finance & accounts/CA/CS/Cost Accountant or any equivalent degree considered useful by the Selection Committee. 	<p>03</p> <p>Initially for one year extendable as per the norms of DOP&T</p>

		<p>2). Having experience of skilling or understanding of the skill eco-system.</p> <p>3) Having experience of Administration and Finance</p>	
3.	<p>ASO/Research Assistant</p> <p>Level 7 (i.e. Rs.44900-142400)</p> <p>(Pre-revised scale: PB 2 + GP Rs.4600)</p>	<p>Essential: Officers working under the Central Government or State Government or Public Sector Undertaking or Autonomous Organization or Regulatory Body and :</p> <p>(i) Holding analogous posts on regular basis in the parent cadre or department; or</p> <p>(ii) Holding a post in the Pay Band 2 (Rs.9300-34800) with grade pay of Rs.4200 with five years regular service in the grade.</p> <p>Desirable</p> <p>1). Bachelor's degree in Law/Economics/Engineering/Commerce/Social Studies/Business Administration with finance & accounts/CA/CS/Cost Accountant or any equivalent degree considered useful by the Selection Committee.</p> <p>2). Having experience of skilling or understanding of the skill eco-system.</p> <p>3) Having experience of Administration and Finance</p>	<p>04</p> <p>Initially for one year extendable as per the norms of DOP&T</p>

FORMAT OF APPLICATION

Copy of
Passport size
Photograph to be
pasted

1.	Name in Full (IN BLOCK LETTERS)	
2.	Post Applied for (Separate applications are to be sent for different posts)	
3.	Date of Birth (DD/MM/YYYY)	
4.	Dated of superannuation (DD/MM/YYYY)	
5.	Service to which you belong	
6.	Status of your present employer (Pl. specify whether Central Govt./State Govt./Autonomous /Statutory Body/PSU University/Judicial Institution/others)	
7.	Initial date of appointment in Govt. service.	
8.	Office address with Telephone No.	
9.	Residential Address with Telephone No.	
10.	Present post held, along with Pay Level and present Basic Pay/Pay Scale/Pay Band and Grade Pay of the post held	

11.	Educational Qualification (Matric onwards)				
	Exam Passed	Name of University/Institute/ Board	Year of passing	Duration of Course	Subjects
12.	Please state clearly whether in the light of entries made below, you met the requisite Essential Educational and other qualifications required for the post are satisfied (If any qualification has been treated as equivalent to the one prescribed in the rule, state the authority for the same)				
Qualification/Experience required					
Essential:					
A) Qualification					

B) Experience
Desirable
A) Qualification
B) Experience

13. Details of employment in chronological order) if needed, enclose a separate sheet duly authenticated by your signature in the format given below):

SL No	Name of Office/Instt./ Organizations	Post Held (Designation)	Period of Service		Nature of Appointment (Regular/Ad-hoc/ Deputation)	Scale of Pay Level/ Pay Band and Grade Pay	Nature of duties
			From	To			
14	Details of experience in chronological order, if any, of handling investigation/enforcement of any economic regulatory law dealing with regulation/investigation and experience in Competitive Law/Mention the name of the Economic Laws etc. & specify number of years of such experience).						
15.	Name of present employment i.e. Permanent/Adhoc/Temporary)						
16.	In case the present employment is held on deputation, please state:						

	a) The date of initial appointment b) Period of appointment with address c) Name of the parent office/organization	
17.	Details of training undergone.	
18.	Details of proficiency in computer:	
19.	Any other information, applicant wants to furnish:	
20.	Please state briefly how you find yourself best suitable for the post for	

Applicants not holding the post in the new Pay Matrix Pay scales/Pay Band & Grade Pay pertaining to Central Government should indicate the equivalence of their pay scale vis-à-vis the Central Government's pay scales and also furnish supporting documents in this regard.

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post. It is also certified that the information furnished above is correct and true to the best of my knowledge. In the event of my selection I shall abide by the terms and conditions of services attached to the post.

Place:

Date:

(Signature)

Name: _____

(Certificate to be furnished by the Employer/Head of office/Forwarding authority)

2. Certified that the information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in vacancy circular. If selected, he/she will be relieved immediately.

It is also certified:-

- (i) That there is no vigilance/disciplinary case or criminal case pending or contemplated against Shri/Smt. Ms. _____
- (ii) That his/her integrity is certified.
- (iii) That his/her CR/APAR dossier in original is enclosed/pohoto copies of the ACRs/APAR for the last five years duly attested by an officer of the rank of Under Secretary to the Govt. of India or above, are enclosed.
- (iv) That no major/minor penalty has been imposed on him/her during that last ten years or A list of major/minor penalties imposed on him/her during the last ten years is enclosed (as the case may be).
- (v) That the cadre controlling authority has no objection to the consideration of applicant for the post mentioned in this advertisement.

Signature _____

Name and Designation _____

Tele. No. _____

Place:

Official Seal

Date:

List of enclosures:

- 1.
- 2.
- 3.
- 4.