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No. F. 1-4/2016-Sch.4

Government of India

Ministry of Human Resource Development  
(Department of School Education and Literacy)



Shastri Bhawan, New Delhi,  
05<sup>th</sup> November, 2018

To

- 19-11-18
1. The Chief Secretaries of All States/ Union Territory Administrations.
  2. Central Government Ministries/ Departments.

Subject: Appointment to the post of Joint Director, National Council of Educational Research and Training (NCERT), New Delhi – regarding.

Sir,

I am directed to forward herewith a copy of Advertisement for appointment to the post of Joint Director, National Council of Educational Research and Training (NCERT), New Delhi for wider publicity amongst the Departments/ Autonomous Organizations/ Statutory Bodies/ Research Institutions/ Universities, etc. under your jurisdiction.

2. The advertisement of vacancy has been advertised in leading newspapers (dated 02.11.2018) and the Employment News (dated 03.11.2018 to 09.11.2018) and the same has also been hosted on the website of the Ministry ([www.mhrd.gov.in](http://www.mhrd.gov.in)) as well as that of the NCERT ([www.ncert.nic.in](http://www.ncert.nic.in)) and the DoPT ([www.dopt.gov.in](http://www.dopt.gov.in)).

3. The nominations/applications of the interested persons, duly prepared in the proforma annexed with the advertisement on A4 size paper and recommended by the nominating/administrative authority along with upto date Character Roll Dossiers (wherever relevant) may kindly be forwarded to Shri T. S. Rautela, Deputy Secretary to the Government of India, Ministry of Human Resource Development, Department of School Education & Literacy, Room No. - 503, D-Wing, Shastri Bhawan, New Delhi – 110 001, by 02<sup>nd</sup> December 2018. Applications/ Nominations received after the last date or found deficient in any manner will not be entertained. While forwarding the applications/ nominations, it may be certified, after due verification, that the particulars furnished in the proforma are correct and no disciplinary case is either pending or contemplated against the applicant(s).

Encl: As above.

Yours faithfully,

(T. S. Rautela)

Deputy Secretary to Government of India

Tel: 2338 3193

Services-II Branch  
Diary No. 145841  
Date 21/11/18

Government of India  
Ministry of Human Resource Development  
(Department of School Education & Literacy)

**ADVERTISEMENT FOR THE POST OF JOINT DIRECTOR,  
NATIONAL COUNCIL OF EDUCATIONAL RESEARCH AND TRAINING (NCERT)**

Applications/ Nominations are invited from eligible persons for the post of Joint Director, National Council of Educational Research and Training (NCERT) having Pay Scale of Rs. 1,44,200 – 2,18,200/- (Academic Level - 14) (pre-revised pay band of Rs. 37,400 to 67,000 (PB-4) with AGP of Rs. 10,000/-). The Joint Director, NCERT, assists the Director, NCERT in his duties as the principal executive and academic officer of the Council and shall be responsible for the proper administration of the Council and the institutions of the Council under the direction and guidance of the Director, NCERT. In the absence of the Director, NCERT, the current duties of the Director including presiding over meeting of Committees shall be performed by the Joint Director, NCERT. The appointment will be for a period upto 5 years or till the age of 65 years or until further orders, whichever is earlier. In case a person, whose age of retirement is less than 65 years in his parent organization, is appointed as Joint Director, NCERT, he/she will retire on attaining the age of superannuation as prescribed in his parent organization. The Selection shall be made by the Central Govt. on the recommendation of a Search-cum-Selection Committee. Appointment shall be made by transfer on deputation or on short term contract.

**Eligibility:**

**(a) Essential:**

- (i) 5 years experience in Professor Grade or equivalent with some exposure to professional/ technical coordination and supervision work or academic administration.
- (ii) Experience of educational research, training, extension programme, etc.
- (iii) The applicant should not be more than 60 years of age as on closing date of receipt of applications. However, in case of exceptionally qualified candidates, this may be relaxed.

**(b) Desirable:**

Eminent scholar with published work of high quality.

2. Applications/ Nominations, duly prepared in the proforma annexed and printed on A4 size paper, should reach Shri T. S. Rautela, Deputy Secretary to the Government of India, Ministry of Human Resource Development, Department of School Education & Literacy, Room No. - 503, D-Wing, Shastri Bhawan, New Delhi - 110 001, **through proper channel**, within 30 days from the date of publication of the advertisement in the Employment News. While forwarding the applications/ nominations, it may be certified by the prescribed authority in the parent organization of the person concerned that the particulars furnished by the applicant in the proforma are correct and no disciplinary case is either pending or contemplated against the applicant. Applications received without proper channel shall not be considered. Applications/ Nominations received after the last date or found deficient in any manner will also not be entertained.

## ANNEXURE

PROFORMA

## APPLICATION FOR THE POST OF JOINT DIRECTOR, NCERT, NEW DELHI

1. Name (in Block Letters):
2. Father's/ Husband's Name:
3. Date of Birth:
4. Date of superannuation in parent organization:
5. Age as on the last date for receipt of application:
6. Sex:
7. Nationality:
8. Permanent Address (in Block Letters):
9. Present Address (in Block Letters):
10. Telephone No., Mobile No., E-mail address:
11. Address of present office with telephone no. (in Block Letters):
12. Educational Qualifications (Bachelor's Degree onwards):

Recent  
Photograph

Exam Passed	University	Year of Passing	Subject/ Area	Percentage of Marks/ Grade

13. Details of Posts Held (including present post)

Name of the Office/ Institution	Post Held	From	To	Scale of Pay	Whether Regular or Temporary	Nature of Duties

14. Details of 05 years experience in professor grade or equivalent:

15. Details of exposure to professional/ technical/ coordination and supervision work or academic administration:

16. Experience in the field of educational research, training and extension programme, etc.:

17. Details of publications:

18. Any other information not covered above which the candidate desires to provide:

I, hereby, declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I also declare and fully understand that in the event of any information furnished being found false or incorrect at any stage, my application/ candidature is liable to be summarily rejected at any stage and if I am already appointed, my service is liable to be terminated without any notice.

Place:

Date:

(Signature of the Candidate)

Remarks/ Recommendations of the Forwarding/ Nominating Authority:

Forwarded. The information furnished above has been checked from the relevant records and found to be correct.

(Signature of the Forwarding/ Nominating Authority with Designation)