

Shakti Bhawan, New Delhi

the 13th May, 2016

25 MAY 2016

कोषाय
झारखण्ड, राँची

To.

1. 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,

The post of Joint Director, National Council of Educational Research and Training (NCERT) is proposed to be filled up by transfer on deputation or short term contract on tenure basis. The post of Joint Director, NCERT, is in the pay band of Rs. 37,400/- to 67,000/- (PB-4) with AGP of Rs. 10,000/- and Dearness Allowance at the rates admissible to the Central Government employees.

2. The Joint Director, NCERT, assists the Director, NCERT, in his/ her duties as the Principal Executive and academic officer of the Council and shall be responsible for the proper administration of the affairs of the Council and its Constituent Units under the direction and guidance of the Director. In the absence of Director, NCERT, he/ she looks after the current duties of the post of Director, NCERT including presiding over the meetings of Committees:

3. The candidate must have 5 years experience in Professor grade of equivalent with some exposure to professional/ technical coordination and supervision work or academic administration and shall have experience of educational research, training, extension programme, etc. The candidate must not be more than 57 years of age as on closing date of receipt of applications. However, in case of exceptionally qualified candidates, this may be relaxed.

4. The selection of the post of Joint Director, NCERT will be made through a Search-cum-Selection Committee.

5. Applications/Nominations are, therefore, invited through/from Central/State Governments/ Union Territory Administrations and Autonomous Organisations/ Statutory Bodies/ Research Institutions/ Universities, etc. in respect of persons working under their respective jurisdiction and other eminent academicians for filling up the post of Joint Director, NCERT, by transfer on deputation or short-term contract basis. The advertisement of vacancy has been issued in leading newspapers and Employment News (dated 07 May to 13 May, 2016) and also hosted on the website of the Ministry (www.mhrd.gov.in) as well as that of NCERT (www.ncert.nic.in).

मुख्य सचिव कार्यालय
झारखण्ड, राँची

ने.सं.सं. 23/21

दि. 25/5/16

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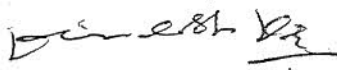
शारदा खण्ड, राँची
सर्वकारी प्रेषण संस्था
कोषाय

6. It is requested that the advertisement may be given wide publicity amongst the Autonomous Organisations/ Statutory Bodies/ Research Institutions/ Universities, etc. under your jurisdiction.

7. The applications/ nominations, duly recommended by the nominating authority and individual applications together with Bio-Data, and upto date Character Roll Dossiers (wherever relevant) of the candidates, duly prepared in the proforma attached and printed on A4 size paper, may kindly be forwarded to Shri Dinesh Kumar, Under Secretary to the Government of India, Ministry of Human Resource Development, Department of School Education & Literacy, Ground Floor, B-Wing, Shastri Bhawan, New Delhi - 110001, by 06th June 2016. 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 (enclosed) are correct and no disciplinary case is either pending or contemplated against the applicant(s).

Encl: As above.

Yours faithfully,


(Dinesh Kumar) 13/5/16

Under Secretary to Government of India

Tel: 2338 1434

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. Age as on the last date for receipt of application:
5. Sex:
6. Nationality:
7. Permanent Address (in Block Letters):
8. Present Address (in Block Letters):
9. Address of present office with telephone no. (in Block Letters):
10. Educational Qualifications (Master Degree onwards):

Affix a recent passport size photograph

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

11. 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

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

13. Details of exposure to professional/ technical/ coordination and supervision work or academic administration:
14. Experience in the field of educational research, training and extension programme, etc.:
15. Details of publications:
16. 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 Nominating Authority:

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

(Signature of the Nominating Authority with Designation)