



**National Council for Teacher Education
New Delhi**

VACANCY CIRCULAR

The National Council for Teacher Education is a statutory body under the Ministry of Human Resource Development set up with a view to achieving planned and coordinated development of the teacher education system throughout the country, the regulation and proper maintenance of norms and standards in the teacher education system and for matters connected therewith.

2. Application are invited from eligible officers under the Central / State Governments / Universities / Recognized Research Institutions / PSUs / Statutory, Semi Govt., Autonomous or other organizations for filling up the following posts on deputation (including short term contract) on foreign service terms subject to fulfilling the eligibility criteria as mentioned below against each post: -

[I] Deputy Secretary / Regional Director – ONE
{However number of vacancy may vary as per requirement at the time of selection}
[Pay Scale Rs. 12,000-375-16500(pre-revised)]

(a) (i) Holding analogous posts on regular basis in the parent cadre/department;
or

(ii) With 5 years regular service in the grade rendered after appointment on regular basis in the scale of pay of Rs. 10,000-15,200 or equivalent in the parent cadre/ department;
and

(b) Possessing the following qualifications/ experience:

(i) Experience in Educational Administration in various Directorates of Education , SCERT, KVS, NVS or such School/educational systems etc;
and

(ii) Knowledge in use of information and communication technology such as handling data-base management system and use of off-line and on-line electronic resources.

[II] Under Secretary/Research Officer – SEVEN
{However number of vacancy may vary as per requirement at the time of selection}
[Pay Scale Rs. 10,000-325-15,200(pre-revised)]

(a)

(i) Holding analogous posts on regular basis in the parent cadre / department;

or

(ii) With 5 years regular service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs. 8000-13500 or equivalent in the parent cadre / department;

or

(iii) With 8 years regular service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs. 6500-10500 or equivalent in the parent cadre / department;

and

(b) Possessing the following qualifications / experience:

(i) Experience in educational administration in various Directorates of Education, SCERT, KVS, NVS or such school / educational systems etc.;

and

(ii) Knowledge in use of information and communication technology such as handling data-base management system and use of off-line and on-line electronic resources.

[III] Section Officer – ONE
{However number of vacancy may vary as per requirement at the time of selection}
[Pay Scale Rs. 6500-200-10500 (pre-revised)]

(i) Holding analogous posts on regular basis in the parent cadre/department;

or

With 3 years regular service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs. 5500-9000 or equivalent in the parent cadre/ or department

or

With 6 years regular service in the pay scale of Rs. 5000-8000 in the parent cadre/Deptt.

(ii) Candidate having experience in Admn/Account/Establishment & Secretarial work with knowledge of computer operation will be given preference.

[IV] Junior Accounts Officer – TWO
{However number of vacancy may vary as per requirement at the time of selection}
[Pay Scale Rs. 5500-175-9000 (pre-revised)]

(a)

(i) Holding analogous posts on regular basis in the parent cadre / department;

or

With 3/10 years regular service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs. 5000 – 8000/4000-6000 or equivalent in the parent cadre / department;

and

(b) Possessing the following qualifications / experience:

(i) Three years experience of cash, account and budget work;

and

(ii) Facility in use of information and communication technologies such as handling of data base management system.

GENERAL INSTRUCTION

1. Period of deputation (including short term contract) including period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organization /Department of Central / State Govt. shall not ordinarily exceed 3 years which can be extended maximum up to 5 years with the concurrence of the lending organization. The maximum age limit for appointment by deputation (including short term contract) shall not be exceeding 56 years as on the closing date of the receipt of applications.

2. THE OFFICERS SELECTED WILL BE POSTED AT NCTE HEADQUARTERS AT NEW DELHI OR AT ANY OF THE REGIONAL COMMITTEES AT JAIPUR, BHOPAL, BHUBANESHWAR AND BANGALORE OR ANY OTHER REGIONAL COMMITTEE THAT MAY BE SET UP LATER. THE OFFICERS MAY ALSO BE TRANSFERRED FROM ONE OFFICE TO ANOTHER DEPENDING ON ADMINISTRATIVE EXIGENCIES.

3. The application in the format given below duly signed by the applicant alongwith Annual Confidential Reports for the preceding five years, vigilance clearance, integrity certificate, statement of minor / major penalty, if any, imposed on the officer during the last 10 years and cadre clearance of the applicant, who could be spared in the event of selection may be sent through proper channel to the Member Secretary, National Council for Teacher Education, Hans Bhawan, Wing – II, 1, Bahadur Shah Zafar Marg, New Delhi – 110 002 within 30 days from the last day of the week of publication of this advertisement in the Employment News. The name of the post applied for may be written in bold letters on the top of the envelope and the bio-data.

4. Incomplete applications or applications not received through proper channel or applications received after the last date shall not be considered.

PROFORMA

Annexure

1. Post applied for [In Block letters] :
2. Name in full [In Block letters] :
3. Sex [F/M] :
4. Residential address :
5. Office address :
6. Contact Number with STD code
 - (i) Residence
 - (ii) Office
 - (iii) Mobile number, if any
7. E-Mail Address :
8. Date of birth [in Christian era] :
9. Date of retirement under Central Govt./State Govt.
10. Educational Qualification
Whether educational and other qualifications required for the post are satisfied [if any qualifications has been treated as equivalent to the one prescribed in the rules, state the authority for the same]

**Qualifications/experience
Prescribed**

**Qualifications/experience
Possessed by the officer**

Essential:

[1]

[1]

[2]

[2]

[3]

[3]

Desirable:

[1]

[1]

[2]

[2]

[3]

[3]

11. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.
12. Details of employment is the chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Office /Inst/Organ	Post held	From	To	Scale of pay & basic pay	Nature of duties
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13. Nature of present employment, i.e., ad-hoc or temporary or quasi-permanent.
14. In case of present employment is held on deputation / contract basis, please state:
 - [a] The date of initial appointment
 - [b] Period of appointment on deputation / contract
 - [c] Name of the parent office / organization to which you belong
15. Additional details about present employment. Please state whether working under: -
 - [a] Central Government
 - [b] State Government
 - [c] Autonomous Organizations
 - [d] Government Undertaking
 - [e] Universities
16. Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.
17. Total emoluments per month now drawn
18. Additional information if any, which you like to mention in support of your suitability for the post (enclose a separate sheet if the space is insufficient).
19. Whether belonging to SC/ST/OBC
20. Remarks

Signature of the candidate
Address

Date:

Countersigned [Employer]