

No. 1-52/ 2016-Sch.4
Government of India
Ministry of Human Resource Development
(Department of School Education and Literacy)
School.4 Section

Shastri Bhawan, New Delhi,
Dated the 2nd January, 2017

To,

All Recognised Research Institutions/ Universities/ Autonomous, Semi Government or Statutory Organisations under Ministry of Human Resource Development.

Subject: Appointment to the post of Joint Director, CIET, New Delhi under NCERT, New Delhi – Regarding.

Sir/ Madam,

The post of Joint Director, Central Institute of Educational Technology (CIET), New Delhi, a constituent unit of the 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, CIET, NCERT, New Delhi, 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, CIET, New Delhi works within the overall parameters of NCERT. His/Her duties includes undertaking, guiding and coordinating all aspects related to Educational Technology and mass media, including research, curriculum development and training.

3. The candidate must possess 5 years experience in Professor grade or equivalent with some exposure to professional/ technical coordination and supervision work or academic administration and shall have experience of handling programmes in the area of Educational Technology. The candidate must not be more than 57 years of age as on the 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, CIET, New Delhi will be made through a Search-cum-Selection Committee.

5. Applications/Nominations are, therefore, invited through/from all recognized Research Institutions/ Universities/ Autonomous, Semi Government or Statutory Organisations under Ministry of Human Resource Development and other eminent academicians for filling up the post of Joint Director, CIET, NCERT, New Delhi, by transfer on deputation or short-term contract basis. The advertisement of vacancy has been issued in leading newspapers and Employment News News (dated 31st December 2016 – 6th January 2017) and also hosted on the website of the Ministry (www.mhrd.gov.in) as well as that of NCERT (www.ncert.nic.in).

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Registrar/Board R/W

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6. It is requested that the advertisement may be given wide publicity amongst the employees working under your jurisdiction.

7. Individual 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 A. Bhattacharya, 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 so as to reach latest by 30.01.2017. 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). Applications/ Nominations received after the last date or found deficient in any manner will not be considered.

Encl: As above.

Yours faithfully,



(A. Bhattacharya)

Under Secretary to Government of India
Tel: 2338 1434

PROFORMA**APPLICATION FOR THE POST OF JOINT DIRECTOR, CIET, 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. Telephone No./ Mobile No. and e-mail address:
10. Post presently held, address of present office along with telephone no. (in Block Letters):
11. Educational Qualifications (Masters Degree onwards):

Affix a recent passport size photograph

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

12. Details of Posts Held (in descending order starting with the present post)

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

13. Details of experience in Professor grade or equivalent:

6. It is requested that the advertisement may be given wide publicity amongst the employees working under your jurisdiction.

7. Individual 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 A. Bhattacharya, 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 so as to reach latest by **30.01.2017**. 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). Applications/ Nominations received after the last date or found deficient in any manner will not be considered.

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