



गुरुगुरुतमो धाम
NCTE

राष्ट्रीय अध्यापक शिक्षा परिषद
खंड-II, हंस भवन, 1, बहादुरशाह जफर मार्ग,
नई दिल्ली-110002

रिक्ति परिपत्र

फा.स. 5/8/2016/राअशिप/स्थापना

दिनांक: 3 दिसम्बर, 2016

मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक सांविधिक संस्था राष्ट्रीय अध्यापक शिक्षा परिषद, अपने मुख्यालय नई दिल्ली तथा जयपुर, भोपाल, बंगलौर तथा भुवनेश्वर में स्थित अपनी क्षेत्रीय समितियों में निम्नलिखित पदों को प्रतिनियुक्ति(अल्पावधिक संविदा सहित) आधार पर भरने के लिए केन्द्रीय/राज्य सरकारों/विश्वविद्यालयों/मान्यताप्राप्त अनुसंधान संस्थाओं/पीएसयू/सांविधिक/अर्द्धसरकारी स्वायत्त या अन्य संगठनों के पात्र व्यक्तियों से आवेदन पत्र आमंत्रित करती है:

| क्र. सं. | पद का नाम | रिक्तियों की संख्या | वेतन बैंड तथा ग्रेड वेतन |
|----------|--|---------------------|---|
| 1 | लेखा अधिकारी | एक(1) | (वेतन बैंड-2) रु 9300-34800/- रु 4600/- के ग्रेड वेतन सहित |
| 2 | सीपीपीएमओ (कम्प्यूटर प्रोग्रामर एवं नियोजन मानीटरन अधिकारी) | एक(1) | (वेतन बैंड-2) रु 9300-34800/- रु 4600/- के ग्रेड वेतन सहित |
| 3 | पुस्तकालयाध्यक्ष तथा दस्तावेजीकरण तथा प्रोडक्सन अधिकारी(एलडीपीओ) | एक(1) | (वेतन बैंड-2) रु 9300-34800/- रु 4600/- के ग्रेड वेतन सहित |
| 4 | क.ले.अ.(कनिष्ठ लेखा अधिकारी) | पांच(5) | (वेतन बैंड-2) रु 9300-34800/- रु 4200/- के ग्रेड वेतन सहित |

- चयन के समय रिक्तियों की संख्या आवश्यकतानुसार घट-बढ़ सकती है।
- परिस्थितिवश विज्ञापित पदों की संख्या परिवर्तित करने अथवा किसी पद को न भरने का अधिकार राअशिप के पास सुरक्षित है।
- पात्रता सेवा-अनुभव, आवेदन पत्र प्रस्तुत करने की क्रियाविधि संबंधी विवरण तथा आवेदन पत्र का प्रपत्र राअशिप की वेबसाइट www.ncte-india.org से डाउनलोड किया जा सकता है।
- पूर्ण आवेदन पत्र प्राप्त करने की अंतिम तिथि 18 जनवरी, 2017 है।

(संजय अवस्थी)
सदस्य सचिव, राअशिप



F.No. 5-8/2016/NCTE/Estt.
National Council for Teacher Education
Wing. II, Hans Bhawan, 1, Bahadur Shah Zafar Marg,
New Delhi-110 002

Dated 3rd December, 2016

Subject: Filling up of post of Accounts Officer (AO), Librarian-cum-Documentation and Production Officer (LDPO), Computer Programmer-cum-Planning & Monitoring Officer (CPPMO) and Junior Accounts Officer on deputation basis (Including short-term contract) in the office of National Council for Teacher Education-regarding.

National Council for Teacher Education, a statutory body under Ministry of Human Resource Development, Department of School Education & Literacy, New Delhi proposes to fill up various posts as in the enclosed Annexure-I. (Number of vacancies may vary as per requirement at the time of selection). It is proposed to fill up the posts on deputation basis (including short-term contract) by appointment of suitable officers under the Central or State Government of Union Territories or Public Sector Undertakings or Semi Government or Autonomous or Statutory Organization.

2. The job description of the posts is given in the Annexure-I. The pay of the officer selected for the post on deputation will be regulated in accordance with the Deptt. Of Personnel & Training O.M. No. 6/8/2009-Estt. (Pay-II) dated the 17th June, 2010 as amended from time to time.

3. It is requested that applications in the enclosed proforma duly signed by the applicant endorsed by the employer alongwith the complete and up-to-date Confidential Reports/APARs of last five years along with their vigilance clearance of the officers who fulfil the eligibility conditions and who can be spared in the event of their selection may be sent to the undersigned. The last date of receipt of applications is **18th January, 2017**.

4. Photocopies of the ACRs/APARs for the last five/six years, duly attested by an officer not below the rank of Under Secretary may please be forwarded. Applications received directly tor without signature of the applicant and endorsement by the employer or after the last date or without the Confidential Reports/APARs/Vigilance Clearance or otherwise found incomplete are liable not to be considered. While forwarding the applications (in Annexure-II), it may be verified and certified that the particulars furnished by the officer are correct and that no disciplinary case is pending or contemplated against the officer and he / she not been awarded any major / minor penalty during the last 10 years. Integrity of the officer should also be certified.

5. Proforma for applying to the post and other details are also available on this office website www.ncte-india.org.

Yours faithfully,

(Pradeep Kumar Yadav)
Under Secretary

Encl: As above

To :

- 1. All Secretaries / Principal Secretaries of Education of all state Governments / All heads CBSE/NCERT/RIE/SCERT/NUEPA/IGNOU/AIU/UGC.**
- 2. EDP Section : A hard as well as soft copy of the O.M. is forwarded for placing the same on website indicated in para 5 above.**



NATIONAL COUNCIL FOR TEACHER EDUCATION
Wing-II, Hans Bhawan, 1, Bahadur Shah Zafar Marg
New Delhi – 110002

VACANCY CIRCULAR

F.No. 5-8/2016/NCTE/Estt.

Dated. 3rd December, 2016

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. Applications are invited in the enclosed PROFORMA from eligible officers under the Central / State Governments / Universities / Recognized Research Institutions/ PSUs / Statutory, Semi Govt. or 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 initially for a period of one year and extendable on year to year basis as per the terms of deputation as mentioned below for the post of: -

(A) Accounts Officer-one

(PB-2) Rs. 9300-34800 with Grade Pay of Rs. 4600/-

a.

- (i) Holding analogous post 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. 5500-9000 (pre-revised) or equivalent in the parent cadre/department; and

b. Possessing the following qualification/experience

- (i) A pass in SAS or equivalent examination conducted by any of the organized Accounts Dept. of the Central Govt.;
- (ii) Successful completion of training in the Cash and Accounts work in the ISTM or equivalent and experience in Cash, Accounts & Budget work.

(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 be not exceeding 56 years as on the closing date of the receipt of applications).

(B) Computer Programmer-cum-Planning & Monitoring Officer (CPPMO)- one

(PB-2) Rs. 9300-34800 with Grade Pay of Rs. 4600/-

a.

- (i) Holding analogous post on regular basis in the parent cadre/department
- (ii) With 3/6 years regular service in the grade rendered after appointment thereto on regular basis in the pre-revised scale of pay of Rs. 5500-8000/- Rs. 5000-8000 or equivalent in the parent cadre/department.

b. Possessing the following qualifications/experience;

- (i) BCA or equivalent certification of DOEACC.
- (ii) Three years experience of software development for data-base management, Web designing and system management of local area network.

(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 be not exceeding 56 years as on the closing date of the receipt of applications).

(C) Librarian-cum Documentation and Production Officer (LDPO)- one

(PB-2) Rs. 9300-34800 with Grade Pay of Rs. 4600/-

a.

- (i) Holding analogous post on regular basis in the parent cadre/department; or
- (ii) With 3/6 years regular service in the grade rendered after appointment thereto on regular basis in the pre-revised scale of pay of Rs. 5500-9000/5000-8000 or equivalent in the parent cadre/department; and

b. Possessing the following qualifications/experience:

Essential

- (i) At least a second class Master's Degree from a recognized university.
- (ii) A degree in Library Science from a recognised university.
- (iii) 5 years' experience as Librarian/Asst. Librarian/Documentation Asst. in a reputed Library.
- (iv) Knowledge of use of information and Communication Technology such as handling of Library Software for data base management system and use of off-line and on-line electronic resources.
- (v) Experience in use of digital resources such as CD-ROM/Internet etc.

Desirable

Knowledge of modern and sophisticated methods of documentation.

(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 be not exceeding 56 years as on the closing date of the receipt of applications).

(D) Junior Accounts Officer (JAO)- Five

(PB-2) Rs. 9300-34800 with Grade Pay of Rs. 4200/-

a.

- (i) Holding analogous post on regular basis in the parent cadre/department; or
- (ii) With 3/10 years regular service in the grade rendered after appointment thereto on regular basis in the pre-revised scale of pay of Rs. 5000-8000/4000-6000 or equivalent in the parent cadre/department; and

b. Possessing the following qualifications/experience:

Essential

- (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.

(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 be not exceeding 56 years as on the closing date of the receipt of applications).

3. The NCTE reserves the right to change the number of posts or not fill up any of the posts advertised, if the circumstances so warrant.

4. The application in the PROFORMA (Annexure-II) duly signed by the applicant should reach NCTE within 45 days of the publication of the advertisement in the Employment News. The candidate will have to ensure that the application is complete with all the requisite documents viz., ACR/APARs for the last five years, Vigilance clearance, Integrity Certificate and No Penalty Certificate to be forwarded through proper channel and should reach NCTE within the closing date for receipt of applications.

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 be not exceeding 56 years as on the closing date of the receipt of applications.
2. **THE OFFICERS SELECTED MAY BE POSTED AT NCTE HEADQUARTERS, NEW DELHI OR 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 **PROFORMA** enclosed duly signed by the applicant alongwith Annual Confidential Reports / APARs 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.**
4. Only short listed candidates will be called for interview or/for further selection process. Mere fulfilling the minimum eligibility criteria shall not bestow any right on the applicants to be called for interview.
5. NCTE reserves the right to change the number of posts or not to fill up any of the posts advertised, if the circumstances so warrant.
6. The application in the PROFORMA (available on NCTE website i.e. www.ncte-india.org) duly signed by the applicant should reach NCTE by **18th January, 2017**. The name of the post applied for may be written in bold letters on the top of the envelope and the bio-data.
7. Incomplete applications or applications not received through proper channel or applications received after the last date shall not be considered.

**NATIONAL COUNCIL FOR
TEACHER EDUCATION**
Wing-II, Hans Bhawan, 1, Bahadur Shah
Zafar Marg, New Delhi-110002

E. No. 5-8/2016/NCTE/EsII. Dated: 3rd December, 2016

VACANCY CIRCULAR

The National Council for Teacher Education, a statutory body under the Ministry of Human Resource Development, Government of India invites applications from eligible persons of Central / State Governments / Universities / Recognized Research Institutions / PSUs / Statutory / Semi Govt. Autonomous or other organisations for filling up the following posts on deputation (including short-term contract) at its Hqrs., New Delhi and Regional Committees at Jaipur, Bhopal, Bhubaneswar and Bangalore:-

| S. No. | Name of the Post | Number of Vacancies | Pay Band & Grade Pay |
|--------|---|---------------------|--|
| 1. | Accounts Officer | One (1) | (PB-2) ₹9300-34800 with Grade Pay of ₹4600/- |
| 2. | CPPMO (Computer Programmer-cum-Planning & Monitoring Officer) | One (1) | (PB-2) ₹9300-34800 with Grade Pay of ₹4600/- |
| 3. | LDPO (Librarian-cum-Documentation Officer) | One (1) | (PB-2) ₹9300-34800 with Grade Pay of ₹4600/- |
| 4. | JAO (Junior Accounts Officer) | Five (5) | (PB-2) ₹9300-34800 with Grade Pay of ₹4200/- |

2. The number of vacancies may vary as per requirement at the time of selection.

3. The NCTE reserves the right to change the number of posts or not to fill up any of the posts advertised, if the circumstances so warrant.

4. The details regarding eligibility, service experience, procedure for submission of application and the PROFORMA OF APPLICATION may be downloaded from NCTE website: www.ncte-india.org.

5. The last date for receipt of complete applications is 18th January, 2017.

(Sanjay Awasthi)
Member Secretary, NCTE

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राष्ट्रीय अध्यापक शिक्षा परिषद
Wing-II, Hans Bhawan, 1, Bahadur Shah
Zafar Marg, New Delhi-110002

फा.सं.5/8/2016/राअशिप/स्थापना दिनांक: 3 दिसम्बर, 2016

रिक्ति परिपत्र

मानव संसाधन विभाग मंत्रालय, भारत सरकार के अधीन एक सांविधिक मर्यादा राष्ट्रीय अध्यापक शिक्षा परिषद, अपने मुख्यालय नई दिल्ली तथा जगपुर भोपाल, बंगलौर तथा भुवनेश्वर में स्थित अपनी क्षेत्रीय समितियों में निम्नलिखित पदों को प्रतिनियुक्ति (अल्पकालिक संधि सहित) आधार पर भरने के लिए केन्द्रीय / राज्य सरकारों / विश्वविद्यालयों / मान्यताप्राप्त अनुसंधान संस्थानों / पीएसयू / सांविधिक / अर्द्धसरकारी स्थायत या अन्य संगठनों के पास व्यक्तियों से आवेदन पत्र आमंत्रित करती है:

| क्र. सं. | पद का नाम | रिक्तियों की संख्या | वेतन बैंड तथा ग्रेड वेतन |
|----------|---|---------------------|--|
| 1. | लेखा अधिकारी | एक (1) | (वेतन बैंड-2) ₹9300-34800 / - ₹4600 / - के ग्रेड वेतन सहित |
| 2. | सीपीएमओ (कम्प्यूटर प्रोग्रामर एवं नियोजन मनीटरिंग अधिकारी) | एक (1) | (वेतन बैंड-2) ₹9300-34800 / - ₹4600 / - के ग्रेड वेतन सहित |
| 3. | पुस्तकालयपाल तथा दस्तावेजीकरण तथा प्रोडक्शन अधिकारी (एसडीपीओ) | एक (1) | (वेतन बैंड-2) ₹9300-34800 / - ₹4600 / - के ग्रेड वेतन सहित |
| 4. | क.से.अ. (जूनियर लेखा अधिकारी) | पाँच (5) | (वेतन बैंड-2) ₹9300-34800 / - ₹4200 / - के ग्रेड वेतन सहित |

2. चयन के समय रिक्तियों की संख्या आवश्यकानुसार घट-बढ़ सकती है।

3. परिस्थितियों विज्ञापित पदों की संख्या परिवर्तित करने अथवा किसी पद को न भरने का अधिकार राअशिप के पास सुरक्षित है।

4. पात्रता तथ्या-अनुभव, आवेदन पत्र प्रस्तुत करने की क्रियाविधि संबंधी विवरण तथा आवेदन पत्र का प्रथम राअशिप की वेबसाइट www.ncte-india.org से डाउनलोड किया जा सकता है।

5. पूर्ण आवेदन पत्र प्राप्त करने की अंतिम तिथि 18 जनवरी, 2017 है।

(संजय अवरणी)
सदस्य सचिव, राअशिप

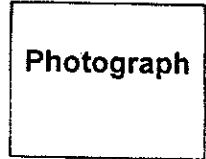
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21/11/16

PROFORMA

APPLICATION PROFORMA

1. Post applied for [In Block letters] :
2. Name in full [In Block letters] :
3. Date of Birth [in Christian era] :
4. Sex [F/M] :
5. Permanent residential address :
6. Address for correspondence :
7. Educational Qualification :



| Sl.No. | Certificate/Degree | Year of passing | Institution/Board/University | Total Marks obtained |
|--------|--------------------|-----------------|------------------------------|----------------------|
| | | | | |

8. Technical Qualification if any :
9. Contact details with STD code :
- (i) Office Phone No :
- (ii) Residence :
- (iii) Fax number if any :
- (iv) Mobile number, if any :
- (v) E-mail :
10. Date of retirement in parent office :
11. Whether belongs to SC / ST / OBC :

12. (a) In case of employed applicants, details of employment in the chronological order in a separate sheet, duly authenticated by your signature in the following format.

| Sl. No. | Office /Inst/ Organ | Post held | From | To | Mode of recruitment in the post - whether by direct recruitment/dep utation/contract | Scale of pay & basic pay, wherever applicable | Nature of duties |
|---------|---------------------|-----------|------|----|--|---|------------------|
| | | | | | | | |

(b) Please submit NOC from the Employer in case of employed applicants.

12. Present total emoluments per month with breakup of allowances (attach last month pay slip copy)

13. Details of knowledge of Computer:

14. Details of qualifications/ experience as stipulated in the essential qualification/experience:

15. In case present employment is held on deputation / contract basis, please state:

[a] The date of initial appointment on deputation / Contract

[b] Period of appointment on deputation / contract

16. Details of Parent office /organization to which you belong

i. Designation of the authority for contact :

ii. Address for communication :

iii. Contact details of authority to Contact :

- a. Office phone No.
- b. Mobile No., if any
- c. E-mail address
- d. Fax No.

iv. Please indicate status of parent Organization viz. Central Government/ State Government /University/ PSU/other Govt. Organization:

17. Details of present employer, if at present on deputation/lien, etc.

i. Designation of the authority for contact :

ii. Address for communication :

iii. Contact details of authority to Contact :

- a. Office phone No.
- b. Mobile No., if any
- c. E-mail address
- d. Fax No.

iv. Please indicate status of Present employer viz. Central Government/ State Government /University/ PSU/other Govt. Organization:

18. Details of Publication, if any.

19. 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).

Declaration

I certify the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed/distorted.

I, _____ hereby declare that my posting on deputation shall not bestow/provide any right to me to claim seniority in the said post in respect of the service rendered by me on deputation.

I am liable to be repatriated to my parent organization for any inaccuracies in the details noted above or for contravention of any provisions in the rules/orders governing the deputation.

Signature of the candidate

Address.....

Date:

CERTIFICATE TO BE RECORDED BY THE HEAD OF OFFICE WHILE FORWARDING THE APPLICATION

1. Certified that the particulars given by the applicant are true and have been verified from the service records
2. The applicant, if selected will be relieved immediately
3. Attested copies of ACRs/APARs for the last five years are enclosed
4. No disciplinary/vigilance case is pending or contemplated against the official. There is nothing against the applicant which makes him/her ineligible for deputation to the post applied for. No major/minor penalty is in force or current against the official.

(Countersigned by the Employer)