

**NATIONAL COUNCIL FOR TEACHER EDUCATION
G-7, SECTOR – 10, DWARKA, NEW DELHI – 110 075**

File No: NCTE-Estt015/2/2021-Esst Section-HQ

VACANCY CIRCULAR

The National Council for Teacher Education is a statutory body established under the NCTE Act 1993 under the Ministry of Education, Department of School Education & Literacy, Govt of India, 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 through online mode from eligible officers under the Central/State Governments/ Universities/ Recognized Research Institutions/Public Sector Undertakings/ Statutory, Semi Govt. or Autonomous organizations for filling up the following post on deputation on foreign service terms subject to fulfilling the eligibility criteria initially for a period of one year and extendable in accordance to DOPT OM. Dated 17.02.2016:-

(A) Name of the Post – Deputy Secretary - Five (05) post

Scale of Pay – Level -12 in the pay matrix (78800 to 209200 as per 7th CPC Pay Matrix)

Qualifications and Experience:

Officers under the Central Govt. or State Govt. or Universities or Recognized Research Institution or Public Sector Undertaking or Statutory, Semi Govt. Autonomous or other organizations.

(a)(i) holding analogous post on regular basis in the parent cadre or department

OR

Holding the post of Associate Professor on regular basis in UGC Scale level - 11 in the pay matrix (Rs. 67700-208700);

Or

Holding posts in level -11 of the pay matrix (Rs. 67700-208700) or equivalent on regular basis in the parent cadre for five years in the grade rendered after appointment thereto

And

(b) Possessing

(i) Two years experience in administration or educational administration or finance or legal matters.

and

(ii) Knowledge of using information and communication technology such as handling of database management system and use of off-line and on-line electronics resources.

Preference will be given to candidates possessing following qualification / experience: -

- i. Post Graduate Degree in Education
- ii. Experience in the project areas of Teacher Eligibility Test, Demand Supply Studies / Institutional and faculty data base development / Curriculum and syllabus design / E-Monitoring / Open and distance (ODL) and E-Resources / Accreditation of institutions or programme / Workshop organisation / Online Education and resources from Central / State Government / PSUs / statutory or semi government or autonomous bodies, educational institutions etc.

GENERAL INSTRUCTIONS

The Print out of submitted application duly signed by the applicant along-with 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 Deputy Secretary (Administration), National Council for Teacher Education (NCTE), Plot No. G-7, Sector -10, Dwarka, New Delhi – 110 075.

2. The last date for receipt of online applications shall be 45 days from the publication of this Vacancy circular in the Employment News / Hindustan Times.

3. Only short-listed candidates will be called for interview for further selection process. Mere fulfilling the minimum eligibility criteria shall not bestow any right on the applicants to be called for interview.

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

5. The printout of online application proforma after submission on NCTE Website i.e. www.ncte.gov.in, duly signed by the applicant and through Proper Channel should reach within 15 days of online submission along with the documents as asked for. The name of the post applied for may be written in bold letters on the top of the envelope and the biodata.

6. Incomplete applications or applications not received through proper channel or applications received after the last date shall not be considered. The applicants shall have to ensure that the completed application reach the NCTE through Proper Channel by the stipulated date. Advance copy will not be entertained.

7. Period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/Department of Central/ State Govt. shall not ordinarily exceed 4 years which can be extended maximum up to 7 years with the concurrence of the lending organization. The maximum age limit for appointment by deputation shall not be exceeded 56 years as on the closing date of the receipt of applications.