

SSHARD

Diary No. (FR)

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No. F. 1-3/2023-INS-4

Government of India

Ministry of Education

(Department of School Education and Literacy)

Shastri Bhawan, New Delhi,
the 15th February, 2023

To

1. Chief Secretaries of All States/ Union Territory Administrations.
2. Central Government Ministries/ Departments.

Subject: Appointment to the post of Joint Director, Central Institute of Educational Technology (CIET) a constituent unit of the National Council of Educational Research and Training (NCERT)-reg.

Sir/Madam,

I am directed to forward herewith a copy of the Advertisement for the post of Joint Director, Central Institute of Educational Technology (CIET) a constituent unit of the National Council of Educational Research and Training (NCERT), for wider publicity in your organization.

2. The advertisement of vacancy has been published in the Employment News (dated 11 February, 2023 to 17 February, 2023) and the same has also been hosted on the website of the Ministry (www.education.gov.in) as well as that of NCERT (www.ncert.nic.in) and the DoPT (www.dopt.gov.in).

3. The Applications/ Nominations duly recommended by the administrative/ nominating authority and individual application together with Bio-data and upto date Character Roll Dossier (where relevant) of the candidates, duly prepared in the proforma attached and printed on A4 size paper, should reach Ms. Anu Jain, Joint Director, Ministry of Education, Department of School Education & Literacy, Room No. - 100, D-Wing, Shastri Bhawan, New Delhi - 110001, within 30 days i.e. by 12.03.2023. Applications/Nominations not received through proper channel or not in prescribed proforma or received after the last date or found deficient in any manner shall not be entertained. While forwarding the application/nomination, it may be certified, after due verification that the particulars furnished by the applicant in the proforma are correct and no disciplinary case is either pending or contemplated against the applicant.

Yours faithfully,

(Khamngaihlun)

Under Secretary to the Govt. of India

Tele: 23381434

Encl: As above.

Services-II Branch

Diary No

Date

Government of India
Ministry of Education
(Department of School Education & Literacy)

Advertisement for the post of Joint Director, Central Institute of Educational Technology (CIET), New Delhi, National Council of Educational Research and Training (NCERT)

Applications/ Nominations are invited from eligible persons for 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) having the Pay Scale of Rs. 1,44,200 - 2,18,200/- (Academic Level -14) (pre-revised Pay Band of Rs. 37,400 to 67,000/- (PB-4) with Academic Grade Pay Rs. 10,000/-). The Joint Director, CIET, New Delhi works within the overall parameters of NCERT. His/Her duties include undertaking, guiding and coordinating all aspects related to Educational Technology and mass media, including research, curriculum development and training. In order to enable CIET grow as a national resource institution in the area of Educational Technology at the school level, the Joint Director is also expected to attend to the following:

- (a) Production of educational programme for TV and radio and their transmission through various Government agencies,
- (b) Training of personnel in CIET and State Institute of Educational Technology (SIETs),
- (c) Undertaking evaluation of Educational Technology programmes in the States.

The appointment shall be made by transfer on deputation or short-term contract on tenure basis for a period upto five years or upto the age of 65 years of the candidate or till the age of his/her superannuation in his/her parent organisation or until further orders, whichever is earlier. *[In case a person, whose age of retirement is less than 65 years in his parent organization, is appointed as Joint Director, CIET, he/she will retire on attaining the age of superannuation as prescribed in his/ her parent organization.]* The Selection shall be made by the Central Govt. on the recommendation of a Search-cum-Selection Committee.

Eligibility:

(a) Essential:

- i. 5 years experience in Professor grade or equivalent with some exposure to professional/ technical coordination and supervision work or academic administration.
- ii. Experience of handling programme in the area of Educational Technology.

(b) Desirable:

- i. Eminent scholar with published work of high quality.
2. Maximum age limit for applying for the post:
 - i. The applicant should not be more than 58 years of age as on the closing date of receipt of applications in case the age of his/her superannuation in his/her parent organization is 60 years.
 - ii. The applicant should not be more than 60 years of age as on the closing date of receipt of applications in case the age of his/her superannuation in his/her parent organization is 65 years.

3. Applications/ Nominations duly prepared in the proforma annexed and printed on A4 size paper, should reach Ms. Anu Jain, Joint Director, Ministry of Education, Department of School Education & Literacy, Room No. - 100, D-Wing, Shastri Bhawan, New Delhi - 110 001, **through proper channel**, within 30 days from the date of publication of the advertisement in the Employment News. While forwarding the application/nomination, it may be certified by the prescribed authority in the parent organization of the person concerned that the particulars furnished by the applicant in the proforma are correct and no disciplinary case is either pending or contemplated against the applicant. **Applications not received through proper channel or not in prescribed proforma or received after the last date or found deficient in any manner shall not be entertained.**

PROFORMA**APPLICATION FOR THE POST OF JOINT DIRECTOR, CIET, New Delhi**Recent
photograph

1. Name (in Block Letters):
2. Father's/ Husband's Name:
3. Date of Birth:
4. Age of superannuation in parent organization:
5. Date of superannuation in parent organization:
6. Age as on the last date for receipt of application:
7. Gender:
8. Nationality:
9. Permanent Address (in Block Letters):

10. Present Address (in Block Letters):

11. (i) Telephone No.:
- (ii) Mobile No.:
- (iii) E-mail id:

12. Present post held (Designation) and address of present office with telephone no. (in Block Letters):

13. Educational Qualifications (Bachelor's Degree onwards):

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

14. 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

15. Details of 05 years experience in professor grade or equivalent:
16. Details of experience in professional/ technical/ coordination and supervision work or academic administration:
17. Details of experience in the area of Educational Technology including application of information/communication/technological tools in the field of education:
18. Details of publications:
19. Any other relevant information (not covered above) which the candidate desires to furnish:

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. **It is also certified that no disciplinary case is either pending or being contemplated against the applicant.**

(Signature of the Forwarding/ Nominating Authority with Designation & stamp)