

F No. 14-3/2010/Acad.
NATIONAL UNIVERSITY OF EDUCATIONAL PLANNING AND ADMINISTRATION
17-B, Sri Aurobindo Marg, New Delhi-110016

Dated: March 18, 2010

NOTIFICATION OF VACANCY

Subject: Engagement of Project Consultant, Project Publication Officer, Project Assistant, Project Computer Operator and Project Multi Purpose Attendant

Applications on prescribed format are invited for preparation of a panel for temporary engagement for following posts are in the current and future sponsored research projects/schemes undertaken at NUEPA.

1. Project Consultant

Qualifications:

Essential:

- Master's degree with not less than 55% marks and M Phil./Ph. D in Education, Social Science or allied subjects.
OR
- M Tech/MCA/M Sc. In the case of requirement of professionals with technical background.
OR
- Retired Govt. employees with Grade Pay of Rs. 6600/- carrying above qualifications would also be eligible for this position.

Note:

- Knowledge of Computer applications, MS-Office including Excel, Access and Power Point, etc. and ability to draft/generate well analyzed researched reports will also be desirable.
- Persons with M Phil or additional qualification, research experience, published paper would be preferred.

2. Project Publication Consultant

Qualifications:

- A degree from a recognised university.
- A degree or a three-year diploma in printing technology or two-year PG diploma in Book Publishing from a recognised institutions/ university.
- At least 7 years' experience in printing/ production of books, general publication, journals etc. in a reputed publishing/ printing organization or in a government or autonomous organization.

3. Project Assistant

Qualifications:

- Master's degree in Education, Social Science or allied subjects preferably with 2 years hands-on experience on secretarial/computation work.
- OR
- M Sc./MCA/B Tech./ if persons with technical background is desired in a project

4. Project Computer Operator/Clerk

Qualifications:

- 10+2 Certificate with knowledge of working on computers.
- Persons with graudate degree will be preferred.
- The candidate will have to qualify in skill test on computer for being eligible for interview.

5. Project Multi Purpose Attendant

Qualifications:

- Secondary School Certificate.
- ITI Certificate holder in relevant field will be eligible if person with technical qualification is required in a project.

1. Maximum age limit shall be below 65 years for Post No. 1, 45 years for post at No. 2, 30 years for post at No. 3 and 27 years for Post No. 4 & 5.

2. The maximum amount of monthly all inclusive and consolidated and fixed monthly fee/salary payable shall be as under:

(i)	Project Consultant	-	Rs. 30,000/-
(ii)	Project Publication Consultant	-	Rs. 30,000/-
(iii)	Project Assistant	-	Rs. 20,000/-
(iv)	Project Computer Operator/Clerk	-	Rs. 11,000/-
(v)	Project Multi Purpose Attendant	-	Rs. 8,000/-

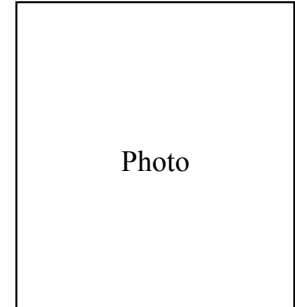
Applications should reach the undersigned by or before 28.03.2011.

(Binod Kumar Singh)
Registrar

National University of Educational Planning and Administration

17-B, Sri Aurobindo Marg, New Delhi-110016

1. Post Applied for
2. Category SC/ST/OBC/PWD (Please tick as applicable)
3. Nationality
4. Candidate's Name (in Capital letters)
5. Father's Name
6. Date of Birth & Age
7. Correspondence Address
8. Email & Mobile No.
9. Educational/Professional/Technical Qualification (Starting from class 10th onward)



Examination Passed	Discipline/ Specialization/ Subject	Board/ University	Year of Passing	Percentage of Marks	Division
--------------------	-------------------------------------	-------------------	-----------------	---------------------	----------

10. Experience if any, Starting from present one:

Employer's Name and Address	Designation	Scale of Pay	Length of Service		Total Experience in Years		Nature of work in brief
			Year	Month	From	To	

Declaration to be signed by the candidate

I hereby certify and declare that I have read the provisions given in the Advertisement and all statements made and information given by me in this application are true, complete and correct to the best of my knowledge and belief.

Place:

Date:

(Signature of the Applicant)