



National Institute of Open Schooling

(An autonomous organization under the Deptt. of School Education & Literacy, MHRD Govt. of India)
A-24-25, Institutional Area, Sector 62, NOIDA- 201309, Uttar Pradesh

National Institute of Open Schooling invites application for one post of Deputy Director (Accounts) on **Deputation** basis as given below:

Sl.	Name of the Post	Pay Scale (Pre-revised)	No. of Post	Category
1	Deputy Director (Accounts)	Rs. 15600-39100+G.P 7600	1	UR

Essential Qualification and Experience

1. Name of Post : Deputy Director (Accounts)
2. Scale of Pay : Rs. 15600-39100 + G.P 7600
3. Classification of Post : Group 'A'
4. Age : Should not exceed 56 years

Essential

1. On deputation from IA & AS or various Central Government Accounts Services holding Analogous posts or posts in the scale of Rs.10,000-325-15,200 (Pre-revised) with 5 years service in the grade on regular basis or 8 years in the grade of Rs.8,000-13,500 (Pre-revised).
2. Working knowledge of Hindi/English and Computers

General Instructions

1. All posts bear All India transfer liability.
2. Details regarding educational & other qualifications please refer website www.nios.ac.in
3. The period of deputation will be initially for one year subject to review by the Competent Authority for the possible extension.
4. NIOS reserves the right to fix criteria for calling the required number of candidates, as may be necessary, for test / interview.
5. **Candidates desirous of applying for more than one post must apply separately.**
6. **Those candidates who had applied against certain positions advertised by NIOS earlier may apply afresh.**
7. Candidates working in Central/State/Semi Government organisations, Universities, Autonomous bodies holding analogous post on regular basis from IA & AS or various central Government Accounts Services holding analogous posts or posts in the scale of Rs.10,000-325-15,200 (Pre-revised) with 5 years service in the grade on regular basis or 8 years in the grade of Rs.8,000-13,500 (Pre-revised) are required to **submit application through proper channel in the prescribed format along with (i) Vigilance Clearance;(ii) ACRs for the last 5 years duly attested on each page by a Group 'A' Gazetted Officer and (iii) No Objection Certificate to the effect that they would be spared for immediate joining in the event of their selection.**
8. **NIOS reserves the right to fill or not to fill the post mentioned above without assigning any reason(s).**
9. Incomplete application and not on the prescribed proforma will be summarily rejected.
10. Applications form can be obtained from NIOS website www.nios.ac.in giving complete details. The form duly filled signed and attested copies of certificates may be sent with superscribing the post applied for on the envelop, to **the Secretary, National Institute of Open Schooling, A-24/25, Institutional Area, Sector-62, Noida – 201309, U.P. No applications will be accepted through e-mail. The last date for receiving applications is 30.07.2010.**

DOWN LOAD APPLICATION FORMAT GIVEN BELOW FOR THE POST



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(An autonomous organization under the Deptt. of School Education & Literacy, MHRD Govt. of India)
A-24-25, Institutional Area, Sector 62, NOIDA - 201309, Uttar Pradesh

Advertisement No.
NIOS/RR/13/7/10

APPLICATION FORMAT

Application for the Post of Deputy Director (Accounts) on Deputation

1. (a) Name in block letters

(b) Father's / Husband's Name

(c) Complete Address for correspondence in block letters

House No. _____
Street Name _____
City _____
District _____
State _____
Pin Code _____

Recent Passport
size Photograph

(d) E-mail ID

(e) Contact No. Residence Office Mobile Fax

2. Date of Birth (in Christian era)

Age, as on 30.07.2010

DD	MM	YY

YY	MM	DD

3. Gender – Male/Female

4. Whether belonging to SC/ST/OBC/PH? **Please State Yes/No.** If yes state the category and enclose attested copy of Certificate in support.

5. (a) Educational Qualifications (From 10th onwards in a chronological order)

Examination passed	Year of Passing	University/Board	Total aggregate	Percentage of Marks

5. (b) Professional/ Additional Qualification

Exam/Diploma passed	Year of Passing	University/Board/ Institution	Total aggregate	Percentage of Marks

6. Whether Educational and other qualifications required for the post are satisfied. (if any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same)

	Qualifications/Experience required	Qualifications/experience possessed by the applicant (if required, please specify the details)
(1)	On deputation from IA & AS or various central Government Accounts Services holding analogous posts or posts in the scale of Rs.10,000-325-15,200 (Pre-revised) with 5 years service in the grade on regular basis or 8 years in the grade of Rs.8,000-13,500 (Pre-revised).	
(2)	Working knowledge of Hindi/English and Computers	

7. State clearly whether in the light of entries made above, do you meet the requirements for the post?

8. Details of Regular Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Office/ Institution/ Organization	Nature of Organisation Central/State/ Autonomous/ Govt. Undertaking/ University/ Private/ NGO/ others	Post held	Period		Scale of pay and basic pay drawn	Nature of duties (in detail)
			From	To		

9. Nature of present employment i.e. ad-hoc or temporary or quasi-permanent or permanent.
10. In case the present employment is held on deputation/contract basis, please state
 - a) The date of initial appointment
 - b) Period of appointment on deputation/contract
 - c) **Name and address** of the parent office/organization to which you belong
11. Additional details about present employment .Please state whether working under (indicate the name of your against the relevant column)
 - (a) Central Government
 - (b) State Government
 - (c) Autonomous Organisation
 - (d) Government Undertakings
 - (e) Universities
 - (f) Others
12. Please state whether you are working in the same department and are in the feeder grade or feeder to feeder grade
13. Are you in revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.
13. Total emoluments drawn per month
14. Additional information, if any, which you would like to mention in support of your suitability for the post (this among other things may provide information w.r.t.
 - (i) additional academic qualifications
 - (ii) Professional training and
 - (iii)work experience over and above prescribed in vacancy circular/advertisement) (Note Enclose a separate sheet, if the space is insufficient)

15. Please state whether you are applying for deputation(ISTC)/Absorption/Re-employment Basis. (Officers under Central/State Governments are only eligible for “Absorption”. Candidates of non-government organizations are eligible only for Short Term Contract)

I hereby declare that I have carefully gone through the advertisement notifying the vacancy and certify that to the best of my knowledge the particulars given by me are correct. I am well aware that the application proforma duly signed by me will be assessed by the Selection Committee at the time of selection for the post. In case any information is found to be false at any stage, my candidature for this post is liable to be rejected.

Signature of the candidate _____

Address _____

Date _____

Certificate to be furnished by the employer/Head of Office/forwarding authority, if in Govt. service and applying through Proper Channel

Certified that the particulars furnished by _____ are correct and he/she possesses educational qualifications and experience mentioned in the advertisement.

Further certified that:

- (i) There is no vigilance case pending/contemplated against him/her.
- (ii) His/her integrity is beyond doubt.
- (iii) No major/minor penalties have been imposed on him/her during the last 10 years. Please enclose list of major/minor penalties imposed during the last 10 years, if any.
- (iv) A cadre clearance certificate is appended herewith.

Signature _____

Name & Department
Office Seal



National Institute of Open Schooling

(An autonomous organization under the Deptt. of School Education & Literacy, MHRD Govt. of India)
A-24-25, Institutional Area, Sector 62, NOIDA- 201309, Uttar Pradesh

National Institute of Open Schooling invites application for 05 posts of **Deputy Director/ Regional Director** on **Deputation basis at Banglaru, Dehradun, Gandhinagar, Vishakhapatnam and Imphal** as given below:-

Sl.	Name of the Post	Pay Scale (Rs.)	No. of Post	Category
1	Deputy Director/ Regional Director	Rs. 15600-39100+G.P 7600	5	UR

Essential Qualification and Experience

1. Name of Post : Deputy Director/Regional Director
2. Scale of Pay : Rs. 15600-39100 + G.P 7600
3. Age for direct recruits : Should not exceed 56 years

Essential

1. Officers from Central or State Government, Universities/Semi Government/Autonomous organizations professional and research institutions and bodies holding analogous post on regular basis or with 5 years regular service in the pay scale of Rs. 15600-39100 + G.P 6600/- (Pre-revised Scale Rs.10000-325-15200) or equivalent scale from Government/Semi Government/ Autonomous bodies.
2. Second Class Master's Degree in any subject with at least 55 % marks.

Desirable

1. Experience in an Open Learning/Distance Education
2. Working knowledge of computer operations
3. Working knowledge in English and Hindi

General Instructions

1. All posts bear All India transfer liability.
2. Details regarding educational & other qualifications please refer website **www.nios.ac.in**
3. The period of deputation will be initially for one year subject to review by the Competent Authority for the possible extension.
4. NIOS reserves the right to fix criteria for calling the required number of candidates, as may be necessary, for test / interview.
5. **Candidates desirous of applying for more than one post must apply separately.**
6. **Those candidates who had applied against certain positions advertised by NIOS earlier may apply afresh.**
7. Candidates working in Central/State/Semi Government organisations, Universities, Autonomous bodies holding analogous post on regular basis or with years regular service in the pay scale of Rs. 15600-39100+G.P 6600 (Pre-revised Scale Rs. 10,000-325-15,200) are required to **submit application through proper channel in the prescribed format along with (i) Vigilance Clearance;(ii) ACRs for the last 5 years duly attested on each page by a Group 'A' Gazetted Officer and (iii) No Objection Certificate to the effect that they would be spared for immediate joining in the event of their selection.**
8. **NIOS reserves the right to fill or not to fill the post mentioned above without assigning any reason(s).**
9. Incomplete application and not on the prescribed proforma will be summarily rejected.
10. Applications form can be obtained from NIOS website **www.nios.ac.in** giving complete details. The form duly filled, signed and attested copies of certificates may be sent with superscribing the post applied for on the envelop, to **the Secretary, National Institute of Open Schooling, A-24/25, Institutional Area, Sector-62, Noida – 201309, U.P. No applications will be accepted through e-mail. The last date for receiving applications is 30.07.2010.**

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A-24-25, Institutional Area, Sector 62, NOIDA - 201309, Uttar Pradesh

Advertisement No.
NIOS/RR/13/7/10

APPLICATION FORMAT

Application for the Post of Deputy Director/ Regional Director on Deputation
(Choice of Posting preferably at 1. _____ 2. _____ 3. _____)

1. (a) Name in block letters

(b) Father's / Husband's Name

(c) Complete Address for correspondence in block letters

House No. _____

Street Name _____

City _____

District _____

State _____

Pin Code _____

Recent Passport
size Photograph

(d) E-mail ID

(e) Contact No.

Residence

Office

Mobile

Fax

2. Date of Birth (in Christian era)

Age, as on 30.07.2010

DD	MM	YY

YY	MM	DD

3. Gender – Male/Female

4. Whether belonging to SC/ST/OBC/PH? **Please State Yes/No.** If yes state the category and enclose attested copy of Certificate in support.

5. (a) Educational Qualifications (From 10th onwards in a chronological order)

Examination passed	Year of Passing	University/Board	Total aggregate	Percentage of Marks

5. (b) Professional/ Additional Qualification

Exam/Diploma passed	Year of Passing	University/Board/ Institution	Total aggregate	Percentage of Marks

6. Whether Educational and other qualifications required for the post are satisfied. (if any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same)

	Qualifications/Experience required	Qualifications/experience possessed by the applicant (if required, please specify the details)
Essential		
(1)	Officers from Central or State Government, Universities/Semi Government/Autonomous organizations professional and research institutions and bodies holding analogous post on regular basis or with 5 years regular service in the pay scale of Rs. 15600-39100 + G.P 6600/- (Pre-revised Scale Rs.10000-325-15200) or equivalent scale from Government/Semi Government/ Autonomous bodies.	
(2)	Second Class Master's Degree in any subject with at least 55 % marks.	
Desirable		
(1)	Experience in an Open Learning/Distance Education	
(2)	Working knowledge of computer operations	
(3)	Working knowledge in English and Hindi	

7. State clearly whether in the light of entries made above, do you meet the requirements for the post?

8. Details of Regular Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Office/ Institution/ Organization	Nature of Organisation Central/State/ Autonomous/ Govt. Undertaking/ University/ Private/ NGO/ others	Post held	Period		Scale of pay and basic pay drawn	Nature of duties (in detail)
			From	To		

9. Nature of present employment i.e. ad-hoc or temporary or quasi-permanent or permanent.

10. In case the present employment is held on deputation/contract basis, please state

- a) The date of initial appointment
- b) Period of appointment on deputation/contract
- c) **Name and address** of the parent office/organization to which you belong

11. Additional details about present employment

Please state whether working under (indicate the name of your against the relevant column)

- (a) Central Government
- (b) State Government
- (c) Autonomous Organisation
- (d) Government Undertakings
- (e) Universities
- (f) Others

12. Please state whether you are working in the same department and are in the feeder grade or feeder to feeder grade
13. Are you in revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.
15. Total emoluments drawn per month
16. Additional information, if any, which you would like to mention in support of your suitability for the post (this among other things may provide information w.r.t.
 - (iv) additional academic qualifications
 - (v) Professional training and
 - (vi) work experience over and above prescribed in vacancy circular/advertisement) (Note Enclose a separate sheet, if the space is insufficient)
17. Please state whether you are applying for deputation(ISTC)/Absorption/Re-employment Basis. (Officers under Central/State Governments are only eligible for “Absorption”. Candidates of non-government organizations are eligible only for Short Term Contract)

I hereby declare that I have carefully gone through the advertisement notifying the vacancy and certify that to the best of my knowledge the particulars given by me are correct. I am well aware that the application proforma duly signed by me will be assessed by the Selection Committee at the time of selection for the post. In case any information is found to be false at any stage, my candidature for this post is liable to be rejected.

Signature of the candidate
Address _____

Date _____

Certificate to be furnished by the employer/Head of Office/forwarding authority, if in Govt. service and applying through Proper Channel

Certified that the particulars furnished by _____ are correct and he/she possesses educational qualifications and experience mentioned in the advertisement.

Further certified that:

- (v) There is no vigilance case pending/contemplated against him/her.
- (vi) His/her integrity is beyond doubt.
- (vii) No major/minor penalties have been imposed on him/her during the last 10 years. Please enclose list of major/minor penalties imposed during the last 10 years, if any.
- (viii) A cadre clearance certificate is appended herewith.

Signature _____

Name & Department
Office Seal