No. F. 3-47/2020-21/CIET(P&RD)
Central Institute of Educational Technology
Programme and Research Division
(N.C.E.R.T.)

Dated: October 9, 2020

Subject: Appointment of various Project posts in CIET, NCERT.

CIET, NCERT invites application from eligible candidates to fill up the following project posts of different categories on purely contractual basis under the project NISHTHA as per the following details.

Sl.No	No. of Position/Staff and Remuneration	Essential/Desirable qualifications
1.	**Project Manager - 01** **Remuneration**: @ Rs.45,000/- per month (consolidated) **Date of Interview**: 26th October, 2020	**Qualifications:** **Essential:** Full time Masters/ MPhil/ PhD in any discipline preferably Management **Experience:** 5-8 years of overall experience in the education sector with at least the recent 2 years in Project/Program Management preferably IT projects in Central Govt./State Government University/Institutions of Higher Education, Autonomous Bodies and Public Sector Undertaking. Hands on experience with project management software. **Age: Below 45 years**
2.	**Technical Consultant - 08** **Remuneration**: @ Rs.45,000/- per month (consolidated) **Date of Interview**: 26th October, 2020	**Qualifications:** **Essential:** Full time BE/BTech/M.Sc. in Computer Science/ Information Technology/MCA **Experience:** Atleast 3 - 5 years of overall experience with 2 years of experience in managing IT programmes, ERP/ MIS, Development of software and data management in Central Govt./State Government, University/Institutions of Higher Education, Autonomous Bodies and Public Sector Undertaking. Experience in Data Mappings, Deployment Plan, Project Tracking and System Analysis. Experience with cloud Integration technologies **Age: Below 40 years**
3.	**Academic Consultant- 08,** (English- 1, Mathematics-1, History/ political science/ geography-2. Botany/ Physics/ Chemistry- 2, Education- 1, Hindi-1)	**Qualifications:** **Essential:** Masters' Degree/ M.Phil/ Ph.D in English/ Hindi/ Mathematics / Social Science / Sciences/ Education from recognized University/ Institute. Preferably NET/ SLET

Sl.No	No. of Position/Staff and Remuneration	Essential/Desirable qualifications
	Remuneration: @ Rs.45,000/- per month (consolidated) **Date of Interview:** 27th October, 2020	Qualified **Experience:** Atleast 2 – 3 years of experience of working as an academic expert in educational projects at national/state level in the education sector. **Age: Below 40 years**
4.	**System Analyst - 02** **Remuneration**: @ Rs.35,000/- per month (consolidated) **Date of Interview:** 26th October, 2020	**Qualification** **Essential:** Full time BE/BTech/M.Sc. in Computer Science/ Information Technology/MCA **Experience:** Atleast 3 – 5 years of overall experience with atleast 3 years of experience as system analyst with sound knowledge of IT. Experience in defining & realizing end-to-end Solution Architecture for large & complex systems is required. Strong development experience using JAva, C#, ASP.NET, ADO.NET, WCF, WPF, MVC and knowledge of SQL Server. Experience of solution architecture, analysis, architecture, design, development and implementation of large-scale multi-tier OO applications. Experience with cloud Integration technologies. **Age: Below 35 years**
5.	**Web Designer - 02** **Remuneration**: @ Rs.35,000/- per month (consolidated) **Date of Interview:** 26th October, 2020	**Qualification** **Essential:** Bachelor/ Master in Computer technology/ Web design **Experience:** Atleast 2 years of of experience in creating websites, themes with CSS and HTML, modifying HTML/CSS/Javascript for existing sites; Proficiency in front-end development web programming languages such as HTML and CSS, JQuery, and JavaScript. Proficient understanding in content management systems, cross-browser compatibility issues, search engine optimization principles. Excellent in visual design skills and Up-to-date experience with international web protocols, standards, and technologies. **Age: Below 35 years**
6.	**Graphic Designer -02**	**Qualification** Bachelor/ Master in Computer Graphic design or related course. Proficiency in graphic design software including Adobe Photoshop, Adobe Illustrator, Corel Draw and other

Sl.No	No. of Position/Staff and Remuneration	Essential/Desirable qualifications
	Remuneration: @ Rs.30,000/- per month (consolidated) **Date of Interview:** 28th October, 2020	visual design tools. **Experience:** Atleast 2 years experience Strong communication, conceptual thinking, typography skills, and design skills **Age: Below 35 years**
7.	**Data Analyst -02** **Remuneration**: @ Rs.30,000/- per month (consolidated) **Date of Interview:** 28th October, 2020	**Qualification** Bachelor/ Master Degree in Statistics **Experience:** Atleast 2 years of work experience as data Analysis using SPSS/ AMOS/ STATA/ R. Working experience in analysis and interpretation of large data field of statistics and exploring latest development in the applicability within the organization, Statistical reporting and problem solving **Age: Below 35 years**
8.	**Junior Project Fellow – 03** (English - 1, Science - 1, Social Science - 1) **Remuneration**: @ Rs.25,000/- per month (With NET or Rs. 23, 000/- (without NET **Date of Interview:** 27th October, 2020	**Qualification** Masters' Degree in English/ Social Science / Sciences/ Education along with B.Ed/ M.Ed from recognized University/ Institute. Preferably NET/ SLET Qualified **Experience:** Atleast 2 years of experience of working as a teacher/ teacher education or in educational projects. Proficiency in digital skills especially working skills with office applications **Age: Below 35 years**
9.	**Digital Media Coordinator - 02** **Remuneration**: @ Rs.30,000/- per month **Date of Interview:**	**Qualification** Master degree in any discipline/ Course in digital marketing/ or social media **Experience:** Atleast 1-2 years of experience as a Social Media Specialist or similar role. Good language skills. Excellent knowledge of Facebook, Twitter, LinkedIn, Pinterest, Instagram, Google+ and other social media best practices Understanding of SEO and web traffic metrics. Familiarity with web design and publishing.

Sl.No	No. of Position/Staff and Remuneration	Essential/Desirable qualifications
	28th October, 2020	**Age: Below 35 years**
10.	**Office Assistant - 01** **Remuneration**: @ Rs.25,000/- per month **Date of Interview**: **29th October, 2020**	**Qualification** Bachelor degree in any discipline **Experience:** Atleast 2 years of experience in any reputed institutions/ organisations etc. Good communication skills and good knowledge of computer skills. Working knowledge of Office tools, excel. Minimum Typing speed 40 w.p.m. **Age: Below 35 years**
11.	**Accountant - 01** **Remuneration**: @ Rs.30,000/- per month **Date of Interview**: **29th October, 2020**	**Qualification** Graduate in Commerce/ Mathematics **Experience:** Atleast 2 years experience in accounts and administration in reputed institutions/organisations. Knowledge of preparing the accounts statement. Knowledge of Financial Rules. Working knowledge in Excell/Tally **Age: Below 35 years**
12.	**MTS - 01** **Remuneration**: @ Rs.18,000/- per month **Date of Interview**: **29th October, 2020**	**Qualification** 10th/12th pass **Experience:** Atleast 2 years of experience in any reputed institutions/organisations. **Age: Below 30 years**

1. Tenure : Initially upto March 31, 2021, likely to be extended

Those candidates who fulfill the above conditions should reach for interview alongwith their Bio-data on the dates mentioned against the post. Separate applications are to be submitted for each post applied**.**   Candidates will come for the interview on the fixed date and report latest by 9.30 a.m. to the Section Officer (SO), Planning & Research Division (P&RD) Room No.242, CIET 2nd floor, Chacha Nehru Bhawan, CIET, NCERT, New Delhi-110 016 with copies of original certificates and testimonials . The interview may extend to the next day if necessary.

Do not forget to mention the post applied for and your email ID and mobile no. in your application form/bio-data.

The minimum eligibility for each post has been given

1. It is the responsibility of the candidates to ensure that they fulfill the eligibility conditions in terms of (i) educational qualifications (ii) experience etc.
2. These posts are purely temporary and posts may increase/decrease as per need.
3. Candidate should bring and produce their original certificates along with bio-data in support of their degree and experiences.
4. No TA/DA will be paid for attending the interview
5. If selected, candidates may be required to join immediately.
6. Candidates should bring along with them their written and/or published work, if any, (including their art work, Multimedia, Graphics, Animation, Audio/Videos Advertisement/Promos, Books, Journals, Thesis/Dissertation Magazines, etc).
7. Canvasing through any means will be liable to be rejected.

Joint Director
CIET

Copy to:

1. P.S. to Director, NCERT
2. P.S. to Joint Director, NCERT
3. P.S. to Joint Director, CIET
4. All Heads of NIE Departments/ Division/ Cells
5. District Employment Officer (South), Employment Exchange, Sector-4, R.K. Puram, New Delhi
6. Registrar, Jawaharlal Nehru University, New Delhi- 110067
7. Registrar, Jamia Millia Islamia, New Delhi
8. Registrar, Guru Gobind Singh University, Sector-16 C, Dwarka, New Delhi- 110078
9. Registrar, Dr. B.R. Ambedkar University, Sector-9, Dwarka, New Delhi-110075
10. Registrar, NIEPA, NIE Campus, New Delhi- 110016