

Immediate

F. No. 1-3/2023-INS-4  
Government of India  
Ministry of Education  
(Department of School Education and Literacy)  
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Shastri Bhawan, New Delhi,  
the 3rd February, 2025

To,

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

**Subject: Appointment for the post of Joint Director, CIET, National Council of Educational Research and Training (NCERT), New Delhi – reg.**

Sir/Madam,

I am directed to forward herewith a copy of Advertisement for appointment for the post of Joint Director, Central Institute of Educational Technology (CIET), National Council of Educational Research and Training (NCERT), New Delhi for wider publicity amongst the Departments/ Autonomous Organisations/ Statutory Bodies/ Research Institutions/ Universities, etc. under your jurisdiction.

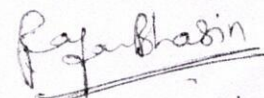
2. The advertisement of vacancy has been published in the Employment News dated **18-24 January, 2025** and the same has also been hosted on the website of this Ministry ([www.education.gov.in](http://www.education.gov.in)) as well as that of the NCERT (<https://ncert.nic.in>) and the DoPT (<https://dopt.gov.in>).

3. The applications, duly recommended by the forwarding authority and individual applications together with Bio-Data, and upto date Character Roll Dossiers (wherever relevant) of the candidates, duly prepared in the proforma attached and printed on A4 size paper, may kindly be forwarded to Ms. Anu Jain, Joint Director, Ministry of Education, Department of School Education & Literacy, Room No. – 100, D-Wing, Shastri Bhawan, New Delhi – 110001, by **17th February, 2025**. **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.** While forwarding the applications, it may be certified, after due verification, that the particulars furnished in the proforma (enclosed) are correct and no disciplinary case is either pending or contemplated against the applicant(s).

Dr. (Coord)

Encl: 1

Yours faithfully,



(Rajan Bhasin)

Under Secretary to the Govt. of India  
Tel: 2338 7342

**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 digital content for online learning 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 deputation or short-term contract on tenure basis.

**Note 1:** The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of Central Government shall ordinarily not exceed five years or up to the age of 65 years of the candidate or until further orders, whichever is the earliest.

**Note 2:** The period of appointment through short-term contract shall ordinarily not exceed five years extendable upto 7 years or up to the age of 65 years of the candidate or until further orders, whichever is the earliest.

**Note 3:** In case a person, whose age of retirement is less than 65 years in his parent organisation and is appointed as Joint Director (CIET), NCERT he shall retire on attaining the age of superannuation in his parent organisation.

**Note 4:** The maximum age limit for appointment by deputation shall

not be exceeding 58 years as on the closing date of receipt of applications.

The Selection shall be made by the Central Govt. on the recommendation of a Search-cum-Selection Committee.

**Eligibility:** The educational and other qualifications required for the post are as under:

**Essential:**

(a) 4-year Bachelors degree in the relevant field and;

(i) Holding Professor level post in any Academic body or holding any L-14 post in Central or State Government or Autonomous bodies or PSEs

Or

(ii) For applicants from the private sector, minimum 15 years' experience in the relevant field at appropriate senior level.

**Desirable:**

(i) Management degree or PG Diploma.

(ii) Experience in developing/managing educational content.

**\*Relevant field:** Information Technology/ICT/Educational technology/Computer Science/AR-VR/Animation-Visual Effects-Gamification-e-Comics.

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 -110001, **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 4-year Bachelor's degree in the relevant field:
16. Details of Holding Professor level post in any Academic body or holding any L-14 post in Central or State Government or Autonomous bodies or PSEs:
17. Details of minimum 15 years' experience in the relevant field at appropriate senior level (For applicants from the private sector):
18. Details of management degree or PG Diploma:
19. Details of experience in developing/managing educational content:
20. 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)