

Dated: 16/10/2012

Advertisement

Subject: Recruitment of staff under the Project– Assessment of Learning Levels of Students at Secondary Level (Class X) under RMSA.

The Ministry of Human Resource Development (MHRD), Government of India has entrusted upon the National Council of Educational Research and Training (NCERT) the responsibility of conducting National Achievement Survey at Secondary Level under the MHRD's project **Rashtriya Madhyamic Shiksha Abhiyan (RMSA)**. For this project, applications are invited for the following posts, on contract basis, initially for a period of **one year which can be extended further depending upon the requirement and performance**. Suitable retired persons can also be considered for positions at Sr. No. 1 and 6. The application giving particulars of qualification and experience may be sent to **The Head, Educational Survey Division (ESD), NCERT, Sri Aurobindo Marg, New Delhi-110016**, latest by **November 09, 2012**. The short listed candidates will be called for an interaction / interview after the screening of applications received.

- 1. Consultant** : **Two**
- Essential Qualification : (a) Post Graduation in Science / Statistics / Mathematics/Social Studies / Education with at least 55% marks or equivalent.
(b) Ph.D. in Education/relevant discipline.
(c) Eight years experience in the field of Education / Educational Assessment / Survey Activities.
- Desirable : (a) Knowledge of SPSS and other software used in Data Analysis.
(b) Knowledge of Item Response Theory.
- Job Requirement : Coordinating various activities of Achievement Survey like Development and Administration of Tools, Analysis of Data and Preparation of Reports.
- Salary : Rs. 35,000/- p.m. (Consolidated)

2. **System Analyst** : **One**
- Essential Qualification : (a) Post Graduation in Statistics / Mathematics / Commerce/ Economics/Education/Computer Science/ MCA/ with minimum 55% marks or equivalent and NET in relevant discipline.
- OR**
- BE/B.Tech. with 55% marks or equivalent and PG Diploma in computer applications.
- (b) Five years experience in software development / modification and data management.
- Desirable : Working on SPSS, and other software, preferably used in IRT
- Job Requirement : Survey sampling, data management and processing, data tabulation, data analysis and storage/retrieval of achievement survey data.
- Salary : Rs. 25,000/- p.m. (Consolidated)
3. **Survey Associate** : **Two**
- Essential Qualification : (a) Post Graduation in Science / Statistics / Mathematics/ Education with at least 55% marks or equivalent and NET in relevant discipline.
- (b) Five years experience in tool development, monitoring survey activities and data collection.
- Desirable : Working knowledge of data analysis software
- Job Requirement : To assist in survey activities and coordination in field activities, processing of data and helping in preparation of report etc.
- Salary : Rs. 25,000/- p.m. (Consolidated)
4. **Computer Assistant** : **One**
- Essential Qualification : (a) Graduation in any discipline with 55% marks or equivalent and PG Diploma in relevant field with 55% marks or equivalent.
- (b) Proficiency in software like: MS Excel, FoxPro, Equation Editor, CorelDraw, PageMaker, InDesign, MS-Word etc.
- (c) Three years experience in relevant field
- Desirable : English and Hindi typing with creation of figures, graphs etc.

- Job Requirement : To assist System Analyst in data tabulation, creation of charts/ graphs and other documents.
- Salary : Rs. 18,000/- p.m. (Consolidated)
- 5. Senior Graphic Designer cum Visualiser : One**
- Essential Qualification : (a) Postgraduate in any subject with 55% marks or equivalent
- OR**
- Graduate in any discipline and Diploma in Computer Application with 55% marks or equivalent and proficiency in MS Excel, Equation Editor, MSWord, CorelDraw, Adobe PageMaker, Photoshop, Illustrator, InDesign
- (b) Five years experience in graphic designing, high level creativity in the field with practical knowhow (e.g. working experience in a advt. agency/publication house).
- Desirable : (a) Conceptual clarity of layout, type, color theory skills, creating page layouts and title treatments.
- (b) Working knowledge in creating digital files up to pre-press level.
- Job Requirement : Planning, layout, cover designing of the instruments, reports, presentations, various advertising materials and finalisation of reports.
- Salary : Rs. 25,000/- p.m. (Consolidated)
- 6. Assistant Programme Manager cum Accountant : One**
- Essential Qualification : (a) Graduate in any discipline
- (b) 2 years experience in managing program activities and funds.
- Desirable : (a) Good Knowledge of noting and drafting letter in English and Hindi etc.
- (b) Knowledge of handling accounts.
- (c) Working knowledge of computers
- Job Requirement : To assist in the organization of programs, drafting notes and letters, look after accounts of the program
- Salary : Rs. 20,000/- p.m. (Consolidated)

7. **D.T.P. Operator** : **Two**
- Essential Qualification : (a) Graduate in any discipline
(b) Proficiency in Database software, CoralDraw, PageMaker, Photoshop, InDesign, Equation Editor and MS-Office, Proficiency in working in English and Hindi both.
- Desirable : (a) English and Hindi typing (40 wpm each).
(b) Image editing, making maps & graphs/charts.
- Job Requirement : To do data entry and type setting
- Salary : Rs. 18,000/- p.m. (Consolidated)
8. **Project Helper** : **Two**
- Essential Qualification : Matriculation
- Desirable : Two years working experience in major projects
- Job Requirement : To do miscellaneous jobs in the office
- Salary : As per labour rates notified by Government of NCT from time- to- time.
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(Sridhar Srivastava)
Professor and Head

Copy to–

1. The Sub-regional Employment Officer, Delhi Administration, Sector-IV, R.K. Puram, New Delhi.
2. Directorate of Employment Information and Guidance Bureau, Delhi University, Delhi-110007.
3. The Sub-regional Employment Information and Guidance Bureau, Jamia Millia Islamia, New Delhi-25.
4. Employment Information and Guidance Bureau, Jawaharlal Nehru University (JNU), New Delhi.
5. All Heads of the Department / Units / Cells of NCERT, New Delhi.
6. Director, SCERT – Delhi and Gurgaon.
7. Director, NUEPA, New Delhi.
8. Principal, CIE, Delhi University, Delhi-110007.
9. Dean, Faculty of Social Sciences, Delhi University, Delhi-110007.
10. Delhi School of Economics, Delhi University, Delhi-110007.
11. Library, NCERT, Sri Aurobindo Marg, New Delhi-110016.
12. Dean School of Social Sciences, JNU, New Delhi-110069.
13. Dean, School of Languages, J.N.U., New Delhi-110069.
14. Dean, Delhi School of Social Work, University of Delhi, Delhi-110007.
15. Director General, Institute of Applied Manpower Research, Sector A-7, Plot No.25, Institutional Area, Delhi-110040.
16. Director, Indian Statistical Institute, 7 S.J.S. Sansanwal Marg, New Delhi 110016.
17. Director, Indian Statistical Institute, 203 Barrackpore Trunk Road, Kolkata-700108.
18. Department of Computer Science (Faculty of Mathematical Sciences), 1st Floor, New Academic Block, University of Delhi, Delhi-110007
19. Notice Boards.