

F. No. 4-1/2018/R-II
National Council of Educational Research & Training
Sri Aurobindo Marg, New Delhi – 110016

Dated: 30th August, 2018

NOTIFICATION

Subject :-Recruitment of Lower Division Clerk (LDC) against 10% Limited Departmental Examination Quota.

Application are invited from the Council employees posted at New Delhi for filling up of 7 vacancies (06-Gen & 01 SC) of **Lower Division Clerk in the PB-I of Rs.5200-20200 with GP of Rs. 1900/- (pre-revised)** at NCERT Headquarter through Limited Departmental Examination from amongst Council employees having 2 years regular service in the grade pay of Rs.1800/- and possessing the following qualifications/eligibility criteria.

Essential:- 1. 10th Class passed from any recognized Board.

2. Typing Speed of 35 w.p.m (English) or 30 w.p.m in Hindi on computer (35 w.p.m and 30 w.p.m. correspond to 10500 KDPH/9000 KDPH on an average of 5 key depression of each word).

Eligible Candidates may send their application to the Section Officer, R-II Section, NCERT by **14-09-2018** in the under mentioned prescribed Performa through proper channel. Application received **“After the last date will not be entertained”**.

Performa of Application

1.	Name & Designation	
2.	Present place of posting	
3.	Date of regular appointment in the present post	
4.	No. of completed years of service in the PB-2 with GP of Rs. 1800/-	
5.	Date of Birth	
6.	Educational qualification	
7.	Category to which belong (UR/SC/ST/OBC/PH/Ex-Service man)	
8.	Signature of the Applicant with date	
9.	Verification of service particulars by the concerned Establishment Section	Certify that Ms./Shri _____ is working as _____ in GP _____ on regular basis w.e.f. _____ & he/she is 10 th class passed, as per the service records. Signature of the Verifying Authority of the concerned Estt. Section With officer seal


Under Secretary

Copy to:

1. All Head of the Deptt./Division/Section/Cell at NCERT HQ.
2. PS to Director
3. PS to Secretary
4. PS to Joint Director, CIET
5. Head ICT, CIET with a request to upload on the official website of NCERT
6. All Notice Board