

**National Council of Educational Research and Training  
Sri Aurobindo Marg, New Delhi 110 016**

PUBLICATION DIVISION

**Subject: Advertisement on 11.01.2017 in the newspaper i.e. The Times of India, Hindustan Times, Dainik Bhaskar, Amar Ujala, Rashtriya Sahara. Walk-in-interview and skill test for the engagement of Editors, Assistant Editors and Editorial Assistants on contract basis.**

Publication Division of NCERT will conduct walk-in-interview and skill test for engagement of three Editors one each in English, Hindi and Urdu languages and three Assistant Editors one each in English, Hindi and Urdu languages and three Editorial Assistants one each in English, Hindi and Urdu languages purely on contract basis for a period of six months with the emoluments of ₹55,000, ₹45000, ₹29,000/- (consolidated) respectively. The period of engagement can be terminated at any time without assigning any reason.

The terms and conditions for the appointment are as follows:

<b>1.</b>	<b>Editorial Assistant – 3 Posts (English-1, Hindi-1, Urdu-1)</b>	
(a)	Essential qualification	1. A second class Degree in Arts or Science from a recognised University. 2. At least 3 years experience in collection, compilation and subbing of material of publication in Government/Semi Government publishing organisation or reputable publishing house. 3. Working knowledge of book production, techniques, layout and proof correction. 4. Proficiency in the language concerned.
(b)	Age limit	Below 30 years.
(c)	Tenure	Six months (this period of engagement can be terminated at any time without assigning any reason).
(d)	Salary	₹29,000/- (consolidated)
(e)	Date and time of skill test	<b>23-01-2017 at 9:00 a.m.</b> Registration will close at 11:00 a.m.
(f)	Venue	<b>Publication Division, NCERT, New Delhi.</b>
<b>2.</b>	<b>Assistant Editor – 3 Posts (English-1, Hindi-1, Urdu-1)</b>	
(a)	Essential qualification	1. A Degree in Arts or Science from a recognised University. 2. At least 5 years experience in compiling, editing, proof reading and typography etc., in an organisation of repute. 3. Proficiency in the language concerned. <b>Desirable:</b> Proficiency in the concerned language with experience in editing, working knowledge of

		computer softwares like MS Office and other publication related software.
(b)	Age limit	Below 35 years.
(c)	Tenure	Six months (this period of engagement can be terminated at any time without assigning any reason).
(d)	Salary	₹45,000/- (consolidated)
(e)	Date and time of walk-in-interview and skill test	<b>24-01-2017 at 9:00 a.m.</b> <b>Registration will close at 11:00 a.m.</b>
(f)	Venue	<b>Publication Division, NCERT, New Delhi.</b>
<b>3.</b>	<b>Editor – 3 Posts (English-1, Hindi-1, Urdu-1)</b>	
(a)	Essential qualification	1. Master's degree from a recognised University. 2. At least 7 years experience of compiling, editing, writing and publication of books and journals, preferably school textbooks/supplementary readers. 3. Knowledge of proof reading and typography and should be proficient in concerned language. 4. For the post of Editor in Hindi, English and Urdu proficiency in concerned language will be essential.
(b)	Age limit	Below 40 years.
(c)	Tenure	Six months (this period of engagement can be terminated at any time without assigning any reason).
(d)	Salary	₹55,000/- (consolidated)
(e)	Date and time of walk-in-interview and skill test	<b>25-01-2017 at 9:00 a.m.</b> <b>Registration will close at 11:00 a.m.</b>
(f)	Venue	<b>Publication Division, NCERT, New Delhi.</b>

Interested candidates who fulfill the above conditions may attend only **skill test for the engagement of Editorial Assistants on 23-01-2017. Skill test and interview for Assistant Editors shall be held on 24-01-2017. And skill test and interview for Editors shall be held on 25-01-2017 in the Publication Division** with a copy of their Curriculum Vitae (CV) along with original certificates and photocopies of the same duly self attested.

Age relaxation for SC/ST/OBC and etc, may be given as per Government of India instructions. The certificates issued by the Government of India shall only be accepted for the purpose.

**Note:**

1. It is the responsibility of the candidates to ensure that they fulfill the eligibility conditions in terms of (1) Educational qualifications (2) Experience etc.
2. The appointment is purely on contractual basis and does not bestow any right on him/her for regular appointment.
3. Candidates should bring their original certificates at the time of interview.
4. No TA/DA is admissible either for attending the interview or joining the post. The selected candidates may be required to join immediately.

*Head*  
Publication Division