

**NATIONAL COUNCIL OF EDUCATIONAL RESEARCH AND TRAINING
SRI AUROBINDO MARG NEW DELHI-110016**

Special Recruitment Drive for filling up vacancies by Persons With Disability

a) Name of post: Lower Division Clerk in the PB-1 (Rs.5200-20200) with GP Rs.1900/- (Group-C) in NCERT HQ, New Delhi for **Persons With Disability under Special Recruitment Drive.**

b) Number of posts: Total=02 reserved for Hearing Handicapped(HH).

The Council reserves the right to increase/decrease the number of vacancies, frame a panel for filling up future vacancies arising on during the tenability of panel which is normally operative for one year and not to fill up any of the advertised positions.

c) Essential Educational Qualification:

- i) 12th class pass or equivalent from a recognized Board or University.
- ii) A typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on computer.

d) Age Limit:

1. Between 18 to 27 years on the date of publishing of advertisement.
2. Age relaxation will be given to SC/ST/OBC/PWD/Ex-servicemen candidates as per Govt. of India Rules.
3. Candidate belonging to PWD category should meet the prescribed criteria of physical disability of the respective category as per the Govt. of India Rules.
4. There is no age limit for the NCERT employees.
5. **Crucial date for determining age limit shall be the date of publishing of advertisement and only Date of Birth as recorded in the Matriculation/Secondary Examination Certificate or an equivalent certificate available on the date of publishing of advertisement will be accepted.**

e) Fees payable: No fee payable.

f) Date of Examination: Communicate later on

g) Centre for Examination: New Delhi/Delhi

h) Scheme of Examination:

I) Written Examination (150 Marks and 3 Hours duration)

- i) General Knowledge- 50 Marks (Objective type)
- ii) General English- 50 Marks (Objective type)
- iii) Written Expression- 50 Marks (Descriptive type)
(Hindi or English as per the choice of the candidate)

II) Those who qualify in the written examination will have to appear for skill test on Computer. Typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi (35 w.p.m. and 30 w.p.m. corresponding to 10500 KDPH/9000KDPH on an average of 5 key depressions for each word) is required to qualify the skill test. Skill test on Computer will be conducted by Council.

- j) Persons already in service in Govt./Autonomous/PSU should apply through proper channel.
- j) On the basis of result of written examination, number of candidates to be called for the skill test will be decided by the Council and no communication/request in this regard will be entertained.
- k) Final merit list will be prepared in respect of those who qualify skill test on computer with the prescribed speed limit. Skill test is of qualifying nature and no marks for the skill test will be given. Merit position of the successful candidates in skill test will be prepared on the basis of numbers secured in written examination.
- l) Canvassing or bringing influence in any form shall disqualify candidature of the applicant without notice.
- m) The result of the examination whenever declared will be available on the website of the NCERT at www.ncert.nic.in -> announcement -> vacancies -> non-academic. No communication will be entertained in respect of result of the examination.
- n) Check list before sending application form:**
- I) Photograph has been affixed on the application form.
 - II) Date and signature of the applicant is on the application form.
 - III) Copies of the educational certificate (self attested) are enclosed.
 - IV) Copies of the caste/disability/service certificate (self attested) are enclosed.
- o) The Council will not undertake detailed scrutiny of applications for eligibility and other aspects at the time of written examination. Therefore, the candidature is accepted only provisionally.**
- p) Merely possessing the prescribed qualifications and requisite experience would not entitle a person to be called for the written test/skill test and those who are applying for the post should ensure that they fulfill all eligibility criteria as stipulated in the Advertisement. If it is found at any stage that he/she does not fulfill the stipulated criteria, his/her candidature will be cancelled.**
- q) Application by **Ordinary Post** should be sent to Section Officer (R-II), 2nd Floor, Zakir Hussain Khand, NCERT, Sri Aurobindo Marg, New Delhi-110016 or dropped in the box at the Ground Floor, Zakir Hussain Khand, NCERT, Sri Aurobindo Marg, New Delhi.
- r) Last date for receipt of application is 21 days from the date of publishing of advertisement in the newspaper and after last date no application will be accepted.

Hindi Version will follow.

NATIONAL COUNCIL OF EDUCATIONAL RESEARCH AND TRAINING

Special Recruitment Drive for filling up the post of Lower Division Clerk by Person With Disability
Application Form

Note: Form to be filled in by the candidate in his/her own handwriting from black/blue ball point only

Advertisement Number: *		Affix self attested Passport Size photo
1.	Name in full (in Block Letters)	
2.	Name of father	
3.	Name of mother	
4.	Complete permanent address with PIN code	
5.	Complete correspondence address with PIN code	
6.	Contact number	
7.	E.mail ID	
8.	Date of Birth	
9.	Age as on the date of publishing of advertisement	
10.	Category to which belongs i.e. General/SC/ST/OBC/Ex-Serviceman	
11.	Are you applying for the examination under age concession	Yes/No
12.	Medium for Written Expression Paper	Hindi/English
13.	Detail of educational qualification	
14.	If in employment, detail of present employee	
15.	List of the documents attached with the application form	

Signature _____
Date _____