

**NOTICE**

1. In response to Advertisement No. 11-4/2019-20-E-II/R-II, it is informed that applicants for the posts mentioned in **Annexure-I** can check their status of screening of application on their dashboard upto **28.10.2023** on the recruitment portal i.e [ncertrec.samarth.edu.in](http://ncertrec.samarth.edu.in) using their respective login id and password.
2. The applicants who have any objections may represent through e-mail only at [onlinehelpdesk2@gmail.com](mailto:onlinehelpdesk2@gmail.com) with relevant documents in support of their claim by **28.10.2023**. The documents should be valid as on 22.04.2023. It may also be noted that no new application would be enter No hardcopy of documents in this regard would be accepted by NCERT.
3. While mailing the representation, the candidate must ensure that **the subject of the e-mail** should clearly indicate the Form No., Advertisement number, Post applied for, to avoid difficulty in classification of the data. Further, details in the representation should be in the following format :-

Sl.No.	Description	Details
01.	Name of the post	
02.	Form No.	
03.	S.No. in the application in the online recruitment portal for which representations is being made	
04.	Details of the additional documents as evidence attached in the recruitment portal in the PDF format in support of claim of representation	

**Representation received after 28.10.2023 (05:30 PM) will not be entertained.**

4. Further, the applicant will have to upload the requisite documents on their dashboard in the recruitment portal without which their representations will not be considered.

5. It is also to inform that the documents issued by Universities/Institutes/Employer in support of the educational qualification, experience, articles etc. and caste certificate by the concerned authority after the last date of submission of the applications i.e 28.10.2022 will not be considered.
6. Following may be noted with respect to the screening status.
- 6.1 **Screening started/Eligible:-** This implies that the applicant is eligible for being shortlisted based on the document uploaded during submission of the online application.
- 6.2 **Rejected/ Not Eligible:-** This implies that the applicant is not eligible for being shortlisted, based on the document uploaded during submission of the online application.
- 6.3 The reasons for rejections, not eligible etc. is indicated in the comment section.
7. The decision of the Council shall be final in this respect.

  
25/10/23  
**Under Secretary**  
**R-II Section**

**Deputy Secretary, R-II/E-II**

Copy to:

1. Prof. A.P. Behera, Joint Director, CIET, NCERT and overall Coordinator for recruitment of Non-academic staff.
2. Head, DICT, CIET with the request to upload in the NCERT website [www.ncert.nic.in](http://www.ncert.nic.in). (Announcement >vacancies>Non-Academic)

**Annexure-I**

<b>Sl.No.</b>	<b>Name of the Post</b>	<b>Post code</b>
1.	Business Manager	4
2.	Assistant Business Manager	11