

No.F.2-12/2025-26/DEAA/Sr. Consultant/e-mag
Department of Education in Arts and Aesthetics
National Council of Educational Research and Training
Sri Aurobindo Marg, New Delhi -110 016.

May 19, 2025

Subject: Walk-in-interview and Skill test for the Engagement of Assistant Editors, and Editorial Assistants purely on contract basis.

The Department of Education in Arts and Aesthetics, NCERT will hold a skill test on **June 16, 2025 at 10:00 a.m** onward to recruit **02 Assistant Editor (One Each in Hindi and English)** and **2:30 p.m** onward to recruit **02 Editorial Assistant (One Each in Hindi and English)** on temporary/contractual basis under the DSE&L, MoE sponsored project "e-magazine 2025-26". The criterion is as under:

1. Assistant Editor- 02 (One Each in Hindi and English)

S. No	Particulars	Essential Qualifications
1.	<p>Remuneration: Rs. 56,000/- p.m. (Consolidated and fixed)</p> <p>Date of test- June 16, 2025 at 10:00 a.m.</p> <p>Venue: Room No. 201, 2nd Floor, G.B. Pant Block, NCERT, New Delhi- 110 016</p> <p>Period – Up to March 31, 2026</p> <p>Age limit: Not more than 45 years/ not more than 65 years in case of retired person from government organisation (Relaxation as per GOI norms)</p>	<p>Essential Qualifications:</p> <ul style="list-style-type: none">• Bachelor degree from a recognized University and• Post Graduate Diploma in Book Publishing/Mass Communication/Journalism, where editing is one of the subjects. <p>Experience:</p> <ul style="list-style-type: none">• 05 years' experience in editing, producing-planning and supervising publications especially in journals, monographs and reports in a responsible capacity. <p>Desirable:</p> <ul style="list-style-type: none">• Knowledge of books production techniques, modern process of printing, typography and should be proficient in English/Hindi/Urdu• Proficiency in word processing and techniques of online editing.

2. Editorial Assistant- 02 (One Each in Hindi and English)

S. No	Particulars	Essential Qualifications
	<p>Remuneration: Rs. 37,000/- p.m. (Consolidated and fixed)</p> <p>Date of test- June 16, 2025 at 2:30 p.m.</p>	<p>Essential Qualifications:</p> <ul style="list-style-type: none">• A Bachelor degree from a recognized University• At least 3 years experience in editing, producing-planning and supervising publications especially school textbooks,

<p>Venue: Room No. 201, 2nd Floor, G.B. Pant Block, NCERT, New Delhi- 110 016</p> <p>Period – upto March 31, 2026</p> <p>Age limit: Not more than 30 years</p>	<p>monographs and reports in a responsible capacity</p> <ul style="list-style-type: none"> • Knowledge of books production techniques, modern process of printing, typography and should be proficient in English/Hindi/Urdu <p>Desirable:</p> <ul style="list-style-type: none"> • Word processing and techniques of online editing.
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The interested candidates who fulfil the above conditions should send their bio-data in the prescribed format to Head, Department of Education in Arts and Aesthetics (DEAA) through **e-mail: deaa.ncert@gmail.com on or before June 10, 2025** Candidates must bring their bio-data along with self-attested photocopies of each certificate, one photographs and other related document at the time of interview. Candidates are also requested to bring the original certificates/ testimonials for verification at the time of interview.

Notes:

1. Candidates must bring their Resume/Bio-data along with original certificates, self-attested photocopy of each certificate/document and other related documents at the time of interview.
2. The candidate who claims the required experience for the particular position (having consolidated remuneration of Rs. 40,000/- and above), i.e. for the post of **Assistant Editor** shall essentially submit, at the time of interview, an attested copy of the salary slip/bank statement/ITR where the experience forms as one of the essential conditions.
3. Time spent by candidate pursuing M.Phil and/or Ph.D degree shall not count as teaching or research experience for the purpose of eligibility for engagement/employment.
4. It is the responsibility of the candidate to ensure that they fulfil the eligibility conditions in terms of (i) educational qualifications (ii) experience etc.
5. The appointment is purely on contractual basis and does not bestow the right on him/her for regular appointment.
6. No TA/DA will be paid for attending the interview/test or on joining by NCERT.
7. The period of engagement can be terminated at any time without assigning any reason.
8. The selected candidates may be required to join immediately.
9. The selected candidates have to produce their original certificates, mark sheets etc. at the time of interview and joining.

Jiwari
(Prof. Jyotsna Tiwari)
Head of the Department

विभागाध्यक्ष/HEAD
क.सौ.शि.वि./D.E.A.A.
रा.सौ.अ.प्र.प./N.C.E.R.T.
श्री अरविन्द मार्ग/Sri Aurobindo Marg
नई दिल्ली-16/New Delhi-16

Copy to:

1. PS to Director
2. PS to Joint Director
3. PS to Secretary
4. PS to Joint Director, CIET
5. All Heads of the Department/Units/Cells of NCERT, New Delhi.
6. Website of NCERT – www.ncert.nic.in
7. Employment Officer, District Employment Exchange, Delhi Govt., Sector-4, R.K. Puram, New Delhi-110022
8. Director, National Book Trust, Nehru Bhawan, 5 Institutional Area, Phase-II, Vasant Kunj, New Delhi-110070
9. Director, A.J.K. Mass Communication Research Centre, Jamia Millia Islamia, Maulana Mohammad Ali Jauhar Marg, New Delhi-110025
10. Director, Indian Institute of the Mass Communications (IIMS), JNU New Campus, Aruna Asaf Ali Marg, New Delhi-110067
11. Registrar, Jawaharlal Nehru University, New Mehrauli Road, Munirka, New Delhi-110067
12. Registrar, Jamia Millia Islamia, Jamia Nagar, New Delhi-110025
13. Registrar, IGNOU, Maidan Garhi, New Delhi-110068
14. Registrar, University of Delhi, Benito Juarez Marg, South Campus, South Moti Bagh, New Delhi-110021
15. Registrar, Dr. B.R. Ambedkar University Delhi, Lothain Road, Kashmiri Gate, New Delhi-110006
16. Principal, Regional Institute of Education Bhopal, Shyamla Hills Bhopal, Madhya Pradesh- 460003
17. Principal, Regional Institute of Education (NCERT) Ajmer, Capt. DP Choudhary Marg, Ajmer, Rajasthan- 305004
18. Principal, Regional Institute of Education (NCERT) Mysuru, Manasagangothri, Mysuru, Karnataka – 570006
19. Principal, North East Regional Institute of Education (NCERT), Umiam Ri-Bhoi District, Meghalaya – 793103

Department of Education in Arts and Aesthetics
National Council of Educational Research and Training
Sri Aurobindo Marg, New Delhi – 110016

Dated:.....

Post applied for					
Full Name (in Capital letters)					
Date of Birth (DD/MM/YYYY)					
Mailing address					
E-mail					
Phone/Mobile Number					
Whether belong to SC/ST/OBC/PH/Gen.					
Educational/Professional Qualifications (attach extra sheet, if required)					
S. No.	Examination	Name of the board/university	% of marks	Subjects taken	Year of passing/awards
1.					
2.					
3.					
4.					
5.					

Professional experiences (in NCERT or other organizations, attach extra sheets, if needed)				
S. No.	Post held in organization	Area of specialization/software skills	Key responsibilities	Period

Please mention any other information relevant to the post not covered above. (attach extra sheets, if needed)

Place:.....

Signature