



**National Institute of Educational Planning and Administration
(Deemed to be University)
17-B, Sri Aurobindo Marg, New Delhi-110016**

RECRUITMENT FOR FACULTY AND ADMINISTRATIVE POSITIONS

The National Institute of Educational Planning and Administration (NIEPA), (Deemed to be University) established by the Ministry of Human Resource Development, Government of India, is a premier institution dealing with capacity building and research in planning and management of education not only in India but also in South Asia.

In recognition of the pioneering work done by the organization in the field of educational planning and administration, the Government of India have empowered it to award its own degrees by way of conferring it the status of Deemed to be University in August, 2006. NIEPA is fully maintained by the Government of India.

The National Institute has its origin dating back to 1962 when the UNESCO established the Asian Regional Centre for Educational Planners and Administrators which later became the Asian Institute of Educational Planning and Administration in 1965. After 4 years of its existence, it was taken over by the Government of India and renamed as the National Staff College for Educational Planners and Administrators. Subsequently, with the increased roles and functions of the National Staff College, particularly in capacity building, research and professional support services to governments, it was again renamed as the National Institute of Educational Planning and Administration (NIEPA) in 1979.

The Institute has openings for various faculty and administrative positions at the level of Professors (Academic Level 14), Associate Professors (Academic Level 13A), Registrar (Level 14), Finance Officer (Level 11) and Hindi Editor (Level 10). Incumbents are required to undertake both teaching and supervision at M Phil. and Ph. D. levels for faculty positions and they are also required to undertake intensive research and training at school and higher education levels. **Online applications are invited for these posts.**

1. Professor (Pay Matrix – Academic Level 14)

No. of posts: **04**

(UR-01, OBC-01, SC-01, EWS-01)

I). Essential Qualifications:

Eligibility (A or B):

A.

- (i) An eminent scholar in Social Sciences preferably with specialization in education related areas having a Ph.D. degree in the concerned/allied/relevant discipline, and published work of high quality, actively engaged in research with evidence of

published work with, a minimum of 10 research publications in the peer-reviewed or UGC-listed journals and a total research score of 120 as per the criteria given in the UGC Guidelines, 2018.

Out of the four posts, one post is for Director, Centre for Policy Research in Higher Education (CPRHE):

- (ii) A minimum of ten years of teaching experience in university/college as Assistant Professor/Associate Professor/Professor, and / or research experience at equivalent level at the University/National Level Institutions with evidence of having successfully guided doctoral candidate.

OR

- B.** An outstanding professional, having a Ph.D. degree in the relevant/allied/applied disciplines, from any academic institutions (not included in A above) / industry, who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, supported by documentary evidence provided he/she has ten years' experience.

II). Desirable (only for the post of Director, CPRHE):

- a.) 4-5 years' experience as Professor or equivalent post.
- b.) Academic Administration experience.

2. Associate Professor (Pay Matrix – Academic Level 13A)

No. of posts: **03**
(UR-02, SC-01)

I). Essential Qualifications:

- (i) A good academic record, with a Ph.D. Degree in the concerned/allied/relevant disciplines.
- (ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).
- (iii) A minimum of eight years of experience of teaching and / or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution/industry with a minimum of seven publications in the peer-reviewed or UGC-listed journals and a total research score of seventy five (75) as per the criteria given in the UGC Guidelines, 2018.

3. Registrar (Pay Matrix – Level 14)

No. of post: 01

Age: Not more than 57 years (for a tenure of 5 years)

I). Essential Qualifications:

- 1) A Master's Degree with at least 55% of marks or an equivalent grade in a point scale wherever grading system is followed.
- 2) Holding analogous post on regular basis in the parent cadre/department

Or

At least fifteen (15) years of experience as Assistant Professor in the Academic Level 11 (*Pre-revised PB-3: Rs. 15,600-39,100/- plus AGP of Rs. 7,000/-*) and above or with 8 years of service in the Academic Level 12 (*Pre-revised PB-3: Rs. 15,600-39,100/- plus AGP of Rs. 8,000/-*) and above including as Associate Professor along with experience in educational administration.

Or

Comparable experience in research establishment and/or other institutions of higher education

Or

Fifteen (15) years of administrative experience, of which eight (08) years shall be as Deputy Registrar or an equivalent post in Level 12 with Rationalised Entry Pay of Rs. 78,800/- as per 7th CPC Pay Matrix (*Pre-revised PB-3: Rs. 15,600-39,100/- plus AGP of Rs. 7,600/-*)

4. Finance Officer (Pay Matrix – Level 11)

No. of post: 01 (Tenure)

Age limit: Preferably not more than 55 years (as on the closing date for the receipt of application)

I). Essential Qualifications:

At least a 2nd Class Bachelor's Degree with 10 years' experience in supervisory level in accounts and finance in a government organization or an autonomous body.

II). Desirable:

- (i) MBA (Finance)/ICWA/CA/SAS.
- (ii) Knowledge of Computer and Tally Package/any other accounting package.

III). Deputation/Transfer:

Appointment shall be made on deputation by drawing officers belonging to the Audit and Accounts service or other similar organized services such as Railway Accounts, Defence Accounts etc. not below the rank of Senior Accounts Officer or equivalent in the grade of Rs. 15600-39100 + GP of Rs. 5400 and possessing at least a graduation degree.

failing which officers holding analogous posts on regular basis or with 5 years regular service in the PB-3 + GP of Rs. 5400/- or with 8 years regular service in the PB-2 + GP of Rs. 4600 in the relevant field of any Central/State Govt./University/Public Sector Undertaking and other Central or state Autonomous Bodies and possessing at least a graduation degree.

5. Hindi Editor (Pay Matrix – Level 10)

No. of post: **01**

Age: **Not more than 35 years**

I). Essential Qualifications:

- (i) At least 2nd class post-graduate in Hindi.
- (ii) Should have studied English up to Degree level
- (iii) At least five years' experience in writing, editing, compiling, proof reading, translation and publication of journals, books, monographs, etc., in a government organization or private organization of repute.

II). Desirable:

- (i) Doctoral degree in Hindi.
- (ii) Knowledge of printing and production.
- (iii) Degree/Diploma in Journalism/ Book-publishing.
- (iv) At least one modern Indian language other than Hindi.
- (v) Knowledge of the provisions of Official Languages Act. 1963 and Rules for increasing the use of Hindi.

III). Deputation/Transfer

(a) Officers from Central/State Governments, universities, Professional and Research Institutions and bodies:

i) Holding analogous post on regular basis; or

ii) With 5 years regular service as Senior Hindi Translator or in the post in the Pay Band II with GP of Rs. 4,600/- (pre-revised) or Pay Matrix 7; and

(b) Possessing qualifications prescribed for direct recruits as mentioned above.

(Period of deputation shall not ordinarily exceed 3 years)

General Condition applicable to all posts:

1. **Eligible candidates may apply for any of these positions only as per the valid format of the Institute uploaded on the website. Application received through any other mode (offline mode/resume) shall be summarily rejected.**
2. The duly signed downloaded copy of the completed application submitted through ONLINE portal must reach “**Registrar, National Institute of Educational Planning and Administration, New Delhi – 110016**” **within three weeks from the date of publication of advertisement** by courier/speed post or by hand only along with necessary enclosures including **application fee of Rs. 1,000/- (Rs. 500/- for SC, ST, PWD)** (through Demand Draft in original/proof of online submission of application fee) and “No Objection Certificate (NOC)”, wherever applicable. The envelope containing the application should be superscribed “**Application for the post of**”
3. Kindly use separate Application Form for each post.
4. Candidates currently employed in government/semi government organizations/ autonomous bodies will have to submit No Objection Certificate (NOC) at the time of interview.
5. Candidates from outside Delhi called for interview shall be paid 2 AC train fare for other posts by shortest route from the address mentioned in the application.
6. Minimum requirements of qualifications and/of experience may be relaxed in respect of exceptionally outstanding candidate. The Institute reserves the right to increase or decrease the number of positions, to fill up or not to fill up any or all the posts or to shortlist and select the candidates in any suitable position depending upon the qualification and experience required for the said posts.
7. Relaxation in educational qualifications, experience, age, etc. to the reserved category candidates will be permissible as per Government of India rules.
8. Reservation of posts will be done as per Government of India rules.
9. The posts of Registrar and Finance Officer is on tenure/deputation basis, hence, service will not transferred to NIEPA. However, the contribution towards GPF/CPF, GIS etc. will be remitted to the selected candidate’s organization.
10. The services rendered on joining NIEPA after 01.01.2004 by those who are already covered under pension scheme in central universities/colleges and other institutions deemed to be universities under purview of UGC shall be permitted to continue to be governed under CCS (Pension) Rules, 1972 on joining of NIEPA.
11. The services rendered on joining NIEPA after 01.01.2004 by other than that stated at (10) above will be governed under new contributory pension scheme and no conversion shall be allowed.
12. The Institute reserves the right to alter/insert any corrections/additions in the advertisement/website in the event of any typographical error etc. before the last date prescribed for the receipt of online applications, for which the candidates are advised to be in the lookout for announcements in the website: www.niepa.ac.in.
13. The online portal will remain open till **28.12.2019**.
14. Those who submitted online applications with reference to earlier advertisement for the post of Registrar appeared in January, 2019 need not apply. However, he/she can update information by sending hard copy.