

F. No. 3-12/2023-2024-PMU
NATIONAL INSTITUTE OF EDUCATIONAL PLANNING AND ADMINISTRATION
(Deemed to be University)
17-B, Sri Aurobindo Marg, New Delhi – 110016

November 18th, 2024

RECRUITMENT NOTIFICATION

NIEPA shall be conducting a Walk-in interview for the recruitment of a **Support Staff** on purely temporary and contractual basis in the Malaviya Mission Teacher Training Centre (MMTTC).

Date of Interview: 27.11.2024 (Wednesday)

Venue of Interview: National Institute of Educational Planning and Administration (NIEPA), 17-B, Sri Aurobindo Marg, NCERT Campus, New Delhi-110016

Registration: The registration of the eligible candidates will take place between 12:00 Noon to 01:00 P.M. only. No candidate will be registered after 01:00 P.M.

The eligibility condition and other requirements of the recruitment for the aforementioned positions are given below:

Name of the position and no. of post	Essential Qualification and Experience	Age Limit	Amount	Duration of the engagement
Support Staff (01 post)	Minimum graduate degree preferably in account, commerce, economics, business administration and allied subjects. Basic accounting, file management, computer typing, MS word and other required multi-tasking skills.	Not more than 27 years (Age relaxation as per Govt. rules)	₹22,000/- consolidated	Initially for a period of 11 months, which may be extended further after review of the performance

- Interested candidates, who fulfill the required eligibility conditions as mentioned above, may attend the Walk- in interview on the specified date and time along with the following documents:
 - Original certificates/mark sheets/testimonials/experience certificate(s) etc.
 - Bio-Data
 - One passport size photograph
 - Original Identity Proof with photocopy
 - No Objection Certificate from current employer.
 - Certificate issued by the Competent Authority, if you belong to SC/ST/OBC/PWD/EWS category.
 - One set of self-attested copies of certificate/testimonials
- Candidates without required documents shall not be permitted to attend the Interview.

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3. The engagement would be on full time basis and they would not be permitted to take any other assignment during the period of engagement with other Office.
4. Such person, whose minimum eligibility degree is awaited, shall not be entertained.
5. No increment or Dearness Allowance shall be allowed during the term of the contract.
6. No TA/DA shall be admissible to the candidate for attending the interview or for taking up the appointment.
7. Minimum requirements of qualifications and experience may be relaxed in respect of exceptionally outstanding candidate. The institute reserves the right to fill up or not to fill up any or all the posts or to shortlist and select the candidates for any suitable position depending upon the qualification and experience required for the said post.

Sd/-
Registrar

Copy to:-

1. Sr. PS to VC, NIEPA
2. PA to Registrar, NIEPA
3. Head, PMU, NIEPA
4. Finance Officer, NIEPA
5. Administrative Officer, NIEPA
6. System Analyst, NIEPA- with a request to uploading the Notification on the Institute's website.
7. Secretary, NCERT, New Delhi
8. Registrar, IGNOU, Maidan Garhi, New Delhi-110068
9. Registrar, Jamia Millia Islamia, New Delhi -110062
10. Registrar, Jawaharlal Nehru University, New Delhi-110017
11. Registrar, Guru Gobind Singh University, Sector 16C, Dwarka, New Delhi-110078
12. Registrar, University of Delhi, New Delhi-110007
13. Registrar, Dr. B.R. Ambedkar University Delhi, Delhi-110006
14. Registrar, Indian Institute of Technology, Delhi
15. Registrar, National Institute of Technology, Delhi-110036