



# राष्ट्रीय शैक्षिक योजना एवं प्रशासन संस्थान

(मानित विश्वविद्यालय)

17-बी, श्री अरविन्द मार्ग, नई दिल्ली- 110016

## National Institute of Educational Planning and Administration

(Deemed-to-be-University)

17-B, Sri Aurobindo Marg, New Delhi-110016

No.25-1/2024-Rectt(teaching-contractual)/3

Dated:02/04/2024

### NOTICE

#### Walk-In –Interview for various temporary positions (on Contract basis) in UIC, NIEPA

(Reporting Time for Walk-in Interview: 09.00 AM)

Eligible candidates are invited for Walk-in Interviews for appointment on contract basis to fill up various temporary positions in the UIC.

Unit for International Cooperation (UIC)					
S.No.	Post	No. of Posts	Mode of Recruitment	Pay	Date of Interview
1.	Advisor	01	On Contract	Consolidated Salary as per Institute Rules	14 <sup>th</sup> /15 <sup>th</sup> April 2024
2.	Deputy Advisor	04			
	Total	05			

All interested candidates are advised to send their application in the format enclosed by email along with annexures to the email ID [recruitment.uic@niepa.ac.in](mailto:recruitment.uic@niepa.ac.in) by **10/04/2024** in advance to finalise the schedule of the candidates. The tentative date is 14<sup>th</sup>/15<sup>th</sup> April, however, the final schedule with a list of candidates shall be displayed on the Institute's website. The candidates are advised to report for the interview as per the schedule displayed on the Institute website. The candidates are advised to report to the Section Officer (Estt.) in Room No. 10, NIEPA, 17-B, Sri Aurobindo Marg, New Delhi-110016. No TA/DA shall be paid for attending the interview. No change in interview schedule shall be entertained.

S. No.	Name of the post	Minimum Eligibility
1.	Advisor	<b>Essential Qualification:</b> Master's Degree in Social Sciences with a minimum of 55% marks. <b>Experience: -</b>



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		<p><b>a)</b> Research experience in International Relations.</p> <p><b>b)</b> 6 to 8 years' experience in working with international relations.</p> <p><b>Desirable Qualification:</b> A Doctoral Degree in Social Sciences or International agencies.</p>
<b>2.</b>	<b>Deputy Advisor</b>	<p><b>Essential conditions: -</b></p> <p><b>a)</b> Master's Degree in Social Sciences with a minimum of 55% marks.</p> <p><b>Desirable Experience: -</b></p> <p>a) Research experience in International Relations.</p> <p>b) 2 to 3 years' experience in working with international agencies.</p> <p><b>Desirable Qualification:</b> A Doctoral Degree in Social Sciences or International relations.</p>

### General Instructions and Guidelines: -

- 1. The appointment will be till October 2024.** Extension/re-appointment shall be subject to extension of the Unit.
- No column of application should be left blank. Strike out those columns that are not applicable.
- The candidates having national /international fellowships in the field of Social Sciences shall be given preference.
- All applicants who are presently employed in Government/ Semi Govt Public Sector Undertaking/University/ Recognized Educational Institute etc. should apply



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through proper channel enclosing a certificate from that organization stating that no Vigilance or Disciplinary case is pending or contemplated against them and submit their ACR/APAR of last five years and No Objection Certificate along with Vigilance Clearance at the time of interview. Failure to provide the same shall make them ineligible for consideration for interview to the post.

5. The educational qualification, age, experience and other conditions of eligibility as stipulated above against the post shall be determined as on the closing date of receipt of applications.
6. Fulfilment of conditions of minimum qualification shall not necessarily entitle any applicant to be called for further process of recruitment.
7. In case of a large number of applicants, the Institute reserves the right to short-list applications in any manner as may be considered appropriate and no reason for rejection shall be communicated.
8. The Institute reserves the right to fill or not to fill posts advertised. No correspondence, whatsoever; will be entertained from the candidates regarding delays, conduct, result and reason for not being shortlisted.
9. Update (if any) pertaining to this advertisement, to fill up referred posts, will be uploaded on the Institute website. It is in the interest of the applicant to visit the Institute website at their convenience.
10. The number of posts may vary at the discretion of the Institute. Applicants not found suitable for the position applied, may be considered for the next lower position/post/Grade Pay, if available and the Institute reserves the right not to fill some or all the posts advertised, if the circumstances so warrant.
11. The Institute reserves the right to withdraw advertised posts at any time without assigning any reason. Any consequential vacancies arising at the time of Interview may also be filled up from the available candidates.
12. Employment of the Institute shall be governed by the rules and regulations, service conditions as may be notified by the Institute from time to time.
13. Incomplete application not in prescribed proforma will be rejected without assigning any reason.



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14. No documents will be accepted or considered by the Institute after submission of application form by the candidate and no subsequent request for its change will be considered or granted.
  15. The candidature of the applicant shall be subjected to verification of testimonials at a subsequent stage.
  16. Applications will be scrutinized by a Screening Committee and a list of eligible/ not-eligible candidates will be prepared on the basis of stipulated guidelines/criteria as decided by the Institute. The decision of the screening committee shall be final.
  17. No TA/DA shall be payable to the applicant for any journey performed for attending the test/ interview.
  18. Canvassing in any form shall be treated as disqualification.
  19. No enquiry personal or in writing for recruitment shall be entertained.
  20. Candidates are advised to visit the Institute's website at regular intervals for the updates.
  21. The Institute reserves the right: -
    - a. To withdraw the advertisement either partly or wholly at any time, without giving any reason.
    - b. To fill or not to fill up some or all the posts advertised for any reason whatsoever.
    - c. 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
    - d. To issue corrigendum/addendum as required.
    - e. To increase/decrease the number of posts at the time of selection and make appointments accordingly.
    - f. To offer a post at a level lower than that applied for, depending upon the qualifications, experience and performance of the candidate.
    - g. To consider "in absentia" candidature of those who may not have applied or who may have applied but are not able to appear for the interview.
    - h. To consider applications received after the last date.
    - i. To consider the appointment on direct recruitment / on deputation / on contract basis.

