

**Dated 06<sup>th</sup> April, 2021**

**Vacancy Circular**

**Subject: Engagement of Academic Consultants on short term contract basis**

The National Council for Teacher Education, a statutory body under the Ministry of Education, Government of India is seeking applications for the posts of eighteen Academic Consultants on short term contract basis. These posts will be selected on the basis of short listing and interview. Proforma for application and other details may be downloaded from NCTE **website: [www.ncte.gov.in](http://www.ncte.gov.in)** (see: "Announcements"). Copies of supporting documents should be self-attested. Incomplete applications received after the last date will not be entertained. The application should reach in NCTE within 21 days from the date of issue of vacancy circular.

**Engagement of Academic Consultants**  
**Details of eligibility criteria and other terms & conditions**

1.	Name of the Post	<b>Senior Academic Consultant in the National Council for Teacher Education, Sector 10, Dwarka, New-Delhi-110075.</b>
2.	Number of Post	9 (Nine)
3.	Period of Consultancy	Short term contract basis- 6 months.
4.	Age-limit	The maximum age limit of the consultant shall not exceed 60 years as on the date of advertisement.
5.	Qualification/Essential Criteria	<b><u>Essential</u></b>  Ph.D degree in Social Science / Education discipline with 8 years experience in research / training from Central, State Government , PSU / Statutory or semi government or autonomous bodies, educational institutions etc  <b>Desirable</b>  Ph.D or any post graduation degree in the discipline of Education. Experience in the project areas of Teacher Eligibility Test / Institutional and faculty database development / Curriculum and Syllabus Design / ODL & E-Resources / Accreditation of institutions or programmes. MCA from a Recognised University  Age : Preferably upto 60 years

6.	Remuneration & Entitlements	<ul style="list-style-type: none"> <li>Consultant will be paid a monthly consolidated remuneration of Rs 1, 00,000/- per month.</li> <li>No Dearness Allowances or any other allowances are admissible.</li> <li>If outstation domestic tours as required by the duty, then the consultant shall be paid TA/DA and Hotel Accommodation as admissible to the officers of the Central Government of equivalent status and rank.</li> </ul>
7.	Nature of Duties	<ol style="list-style-type: none"> <li>Framing of Curriculum for 1 Year B.Ed. Course</li> <li>Framing of Curriculum for 2 Year B.Ed. Course</li> <li>4 Year Integrated Teacher Education Programme</li> <li>National Curriculum Framework for Teacher Education (NCFTE)</li> <li>TET Guidelines</li> <li>To cater the needs of children with specific disability as mandated in NEP 2020, accessibility has been incorporated in the curriculum</li> <li>National Professional Standard for Teacher (NPST)</li> <li>National Mentoring Mission (NMM)</li> <li>PSSB</li> <li>Any other work assigned by NCTE.</li> </ol>

1.	Name of the Post	<b>Junior Academic Consultant in the National Council for Teacher Education, Sector 10, Dwarka, New-Delhi-110075.</b>
2.	Number of Post	9 (Nine)
3.	Period of Consultancy	Short term contract basis- 6 months
4.	Age-limit	The maximum age limit of the consultant shall not exceed 45 years as on the date of advertisement.
5.	Qualification/Essential Criteria	<p><b><u>Essential</u></b></p> <p>Post Graduate degree in any Social Science discipline / Education with 5 years experience in field survey / data analysis / database development/ workshop organisation / online education and resources from Central, State Government / PSUs / Statutory or semi government or autonomous bodies, educational institutions etc.</p> <p>Age : Preferably upto 45 year</p>

6.	Remuneration & Entitlements	<ul style="list-style-type: none"> <li>• Consultant will be paid monthly a consolidated remuneration of Rs 50,000/- per month.</li> <li>• No Dearness Allowances or any other allowances are admissible.</li> <li>• If outstation domestic tours as required by the duties, then the consultant shall be paid TA/DA and Hotel Accommodation as admissible to the officers of the Central Government of equivalent status and rank.</li> </ul>
7.	Nature of Duties	<ol style="list-style-type: none"> <li>1. Framing of Curriculum 1 Year B.Ed. Course</li> <li>2. Framing of Curriculum for 2 Year B.Ed. Course</li> <li>3. 4 Year Integrated Teacher Education Programme</li> <li>4. National Curriculum Framework for Teacher Education (NCFTE)</li> <li>5. TET Guidelines</li> <li>6. To cater the needs of children with specific disability as mandated in NEP 2020, accessibility has been incorporated in the curriculum</li> <li>7. National Professional Standard for Teacher (NPST)</li> <li>8. National Mentoring Mission (NMM)</li> <li>9. PSSB</li> <li>10. Any other work assigned by NCTE.</li> </ol>

## **Annexure-1**

### **Modalities & Terms of Reference (ToR) for engagement of Academic Consultants:**

1. The consultants on having accepted the offer of engagement shall enter into a contract with the National Council for Teacher Education, detailing the terms and conditions of engagement, also with a confidentiality clause before being assigned any work.

2. **General conditions for engaging of Academic Consultants:**

- Consultant will be engaged for a fixed period for providing high quality services within given timelines.
- Applicants with requisite qualification and experience as prescribed would be hired as Consultant.
- The initial tenure of engagement for a person as Consultant would be 6 months from the date of joining. Extension after 6 months will be considered on need basis and performance based with the approval of Competent Authority.
- Consultant will be appointed on full time basis. Consultant appointed on full time basis would not be permitted to take up any other assignments other than NCTE during the period of engagement with the organization.

3. **Procedure for a Selection :**

The Selection of candidate will be made as per order/guidelines on the subject. The duly filled application received from eligible candidates shall be place before a Screening Committee and short listed applicants shall be called for interview before an Evaluation Committee constituted by NCTE. *NCTE reserves the right to increase/decrease the number of posts as per requirement.*

4. **Conflict of Interest:**

The Consultant shall be expected to follow all the rule and regulations of the NCTE and Govt. of India as applicable to its officers and any situation of conflict of interest shall be discussed. He/ She will be expected to display utmost integrity, confidentiality of office matters and sincerity while discharging his/her duties. In case the service of the Consultants is not found to be satisfactory or found in conflict with the interests of the NCTE or Government, his/her services will be liable for discontinuation without assigning any reason.

5. **Entitlement of Consultants:**

- i. Consultant will be paid monthly a consolidated remuneration of Rs. 1, 00,000/- for Senior Consultant and Rs.50, 000/- for Junior Consultant. No Dearness Allowances or any other allowances are admissible.
- ii. The consultants shall be entitled to leave of 1 day per month on pro-rate basis.

**6. Termination Notice:**

- i. Any breach of Contract executed by the Consultant with the National Council for Teacher Education shall be considered a sufficient ground for the termination of the engagement made under the Contract and may further debar such Academic Consultant from future engagement in National Council for Teacher Education.
- ii. Notwithstanding anything contained hereinabove, National Council for Teacher Education and/or Academic Consultant may terminate the contract by giving one month notice.
- iii. The National Council for Teacher Education can cancel the appointment of Consultant at any time without providing any reason for it. However, in the normal course it will provide 15 days notice to the consultant.

**7. Relaxation:**

Under exceptional circumstances and in case of meritorious candidates the above guidelines may be relaxed with the approval of Competent Authority.

**8. Verification:**

Police verification of the Consultants shall be done as per the latest instructions issued by Government of India.

9. Interested candidates may submit their application in the enclosed format with two latest passport size photographs as per Annexure-2 along with self attested photo copies of all the educational certificates in a sealed cover with super-script "*Engagement of Academic Consultants on short term contract basis in NCTE*" addressed to DS- Establishment, National Council for Teacher Education, Sector-10, Dwarka, New-Delhi -110075. The duly filled application should reach on or before **14.03.2021**. Applications which are not received in proper format (Annexure-2) and/or are incomplete and/or not received in time will be summarily rejected.

Deputy Secretary  
Establishment  
NCTE

**Annexure-2**

APPLICATION PROFORMA FOR ENGAGEMENT OF ACADEMIC CONSULTANT  
FOR NATIONAL COUNCIL FOR TEACHER EDUCATION, NEW-DELHI ON  
CONTRACT BASIS

Paste your passport  
size photo here

Post Applied for:          Senior Consultant          Junior Consultant

1. Name :

2. Date of Birth :

**(Kindly attach self-attested  
Copy of Matriculation certificates  
as DoB proof)**

3. Gender :

4. Address :

5. Phone No. :

6. Education Qualifications

Sl. No.	Degree/Diploma/Certificate	University/Board	Main Subjects	Year of passing	% Marks/ Division
i)					
ii)					
iii)					
iv)					
v)					
vi)					
vii)					
viii)					
ix)					
x)					

7. Details of employment, in chronological order:

Sl. No	Office/Institution	Post Held	From (date)	To (date)	*Pay matrix/Level for regular Employees; (Total Emolument per month for Non-Government Employees)	Nature of Duties (in detail)
i)						
ii)						
iii)						
iv)						
v)						
vi)						
vii)						
viii)						
ix)						
x)						

8. Total emoluments per month now drawn/last drawn:

Basic Pay in the pay level (Regular Govt. Employees)	Total Emoluments (Non-Government Employees)

9. Additional information, if any:

A. Additional academic qualifications

*(other than normal degrees and those above Ph.D)*

(i)

(ii)

(iii)

(iv)

(v)

B. Professional trainings undertaken:

(i)

(ii)

(iii)

(iv)

(v)

10. Achievements:

A. Research publications and report and special projects

- (i)
- (ii)
- (iii)
- (iv)
- (v)

(B) Awards/Scholarships/Official Appreciation Affiliation with the professional bodies/institutions/societies

- (i)
- (ii)
- (iii)
- (iv)
- (v)

(C) Patents registered in own name or achieved for the organization

- i)
- (ii)
- (iii)
- (iv)
- (v)

**Declaration**

I have carefully gone through the information/details provided by me in the application are correct and true to the best of my knowledge. No material fact having bearing on selection to the position of Academic Consultant has been suppressed/ withheld.

(Signature of candidate)

Date:

Place: