



## NATIONAL COUNCIL FOR TEACHER EDUCATION

(A Statutory body under the Ministry of Education, Govt of India)

G-7, Sector – 10, Dwarka, New Delhi – 110 075

Dated: 19.09.2023

### Subject: Engagement of Consultants on short term contract basis

#### WALK IN INTERVIEW

The National Council for Teacher Education, a Statutory Body under the Ministry of Education, Government of India is seeking applications for the following post on short term contract basis. These posts will be selected on the basis of Walk – in - Interview. Proforma for application and other details may be downloaded from NCTE website: [www.ncte.gov.in](http://www.ncte.gov.in) (see “Announcements”). The eligibility criteria and other terms and conditions for the posts are mentioned below: -

#### 1. Engagement of Academic Consultants

#### Details of eligibility criteria and other terms & conditions

1.	Name of the Post	<b>Academic Consultant in the National Council for Teacher Education, Sector 10, Dwarka, New-Delhi-110075.</b>
2.	Number of Post	03
3.	Period of Consultancy	Short term contract basis- 6 months.
4.	Age-limit	The maximum age limit of the consultant shall not exceed 65 years as on the date of advertisement.
5.	Qualification/Essential Criteria	<b><u>Essential Qualifications:-</u></b> <b>Academic:-</b> Master's Degree in education or in any discipline from recognized university/ Institute with minimum 55% marks or equivalent grade. <i>Note: At least one degree in education is required (BEEd; BEIEd; MEd; MA Education; BEd-MEd; BA/BSc/BCom-BEd) with minimum 55% marks</i> <b>Experience:</b> 1. At least 03 years of experience of working as an academic expert in Research/Training /ET /ICT /e-content development from Central/ State

		<p>Government/ PSU/ Statutory or Semi – Government or Autonomous Bodies / Educational Institution etc.</p> <p><b>Desirable Qualifications: -</b></p> <ol style="list-style-type: none"> <li>1. M.Phil/ Ph.D./ D.Litt- Preferably NET/SLET Qualified.</li> <li>2. Good communication skills in English &amp; Hindi.</li> <li>3. Knowledge of Educational policy formulation, report writing, development of research tools, collection and analysis of data, etc.</li> <li>4. Experience of working on any projects / policy related matter related to NEP 2020.</li> </ol> <p><b>Note:</b> <i>The period of time taken by candidates to acquire M.Phil. and /or Ph.D. Degree shall not be considered as teaching / research experience to be claimed for engagement as academic consultant.</i></p>
6.	Remuneration & Entitlements	<ul style="list-style-type: none"> <li>• Consultant will be paid a monthly consolidated remuneration of Rs.75,000/- per month.</li> <li>• No Dearness Allowances or any other allowances are admissible.</li> <li>• If out stationed 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>1. Framing of Curriculum for 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 Curriculum.</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> </ol>

	9. PSSB 10. Any other work assigned by NCTE.
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## 2. Engagement of Data Analysts & Interpreter

1.	Name of the Post	<b>Data Analysts in the National Council for Teacher Education, Sector 10, Dwarka, New-Delhi- 110075</b>
2.	Number of Post	03
3.	Period of Consultancy	Short term contract basis- 6 months.
4.	Age-limit	The maximum age limit of the consultant shall not exceed 65 years as on the date of advertisement.
5.	Qualification/Essential Criteria	<p><b><u>Essential</u></b></p> <ol style="list-style-type: none"> <li>1. Master's degree in mathematics/M.A. Statistics/ M.A. Economics/M.A. Education with statistics and/or qualitative research experience.</li> <li>2. Knowledge of statistics and experience using statistical packages for analysing datasets (Excel, SPSS, STATA, SAS, etc.) and qualitative methods of analysis.</li> <li>3. Strong analytical skills with the ability to collect, organize, analyse, and disseminate significant amounts of information with attention to detail and accuracy.</li> <li>4. Adept at resolving queries, report writing and presenting findings methodically.</li> </ol> <p><b><u>Desirable</u></b></p> <ol style="list-style-type: none"> <li>1. Ph.D. with quantitative/qualitative research experience and understanding of statistical analysis.</li> <li>2. 3 years of demonstrated experience with data processing, data analysis, profiling, data cleansing and standardization process.</li> <li>3. Experience of working in International and/or National Educational Organizations</li> </ol>

6.	Remuneration & Entitlements	<ol style="list-style-type: none"> <li>1. Consultant will be paid a monthly consolidated remuneration of Rs 1,00,000/- per month.</li> <li>2. No Dearness Allowances or any other allowances are admissible.</li> <li>3. If out-stationed 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> </ol>
7.	Nature of Duties	<ol style="list-style-type: none"> <li>1. Acquire data from primary or secondary data sources and maintain databases/data systems.</li> <li>2. Identify, analyse, and interpret trends or patterns in complex data sets.</li> <li>3. Filter and clean data by reviewing computer reports</li> <li>4. Interpret data, analyse result using statistical techniques and provide reports.</li> <li>5. Develop and implement databases, data collection systems, data analytics and other strategies that optimize statistical efficiency and quality.</li> <li>6. Locate and define new process improvement opportunities</li> </ol>

## Annexure-1

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

#### **1. General conditions for engaging of Consultants:**

- Consultant will be engaged for fixed period for providing high quality services within given timeline.
- Persons 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 during the period of engagement with National Council for Teacher Education.
- If any declaration given or information furnished by the candidate proves to be false or if the candidate is found to have wilfully suppressed any material information, he / she will be liable for termination in addition to any administrative and / or legal action as NCTE may deem fit.

#### **2. Procedure for a Selection:**

The Selection of candidate will be made as per selection procedure. *NCTE reserves the right to increase / decrease the number of posts as per requirement.*

#### **3. 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 Consultant 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.

#### **4. Entitlement of Consultants:**

- i. Consultants will be paid monthly consolidated remuneration will be paid as per details given below:

<b>Name of post</b>	<b>Monthly Remuneration</b>
Academic Consultant	Rs.75,000/-

- ii. No Dearness Allowances or any other allowances are admissible.
- iii. Consultants will be entitled for one day leave for each completed month of consultancy. However, the un-availed leave will not be carried forward beyond the period of engagement.

**5. 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 Consultant from future engagement in National Council for Teacher Education.
- ii. Notwithstanding anything contained hereinabove, National Council for Teacher Education and/or 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.

**6. Relaxation:**

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

**7. Verification:**

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

Annexure – 2

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

Paste your passport size  
phot here

**Name of the post applied for** : \_\_\_\_\_

1. Name of candidate :
2. Date of Birth :  
**(Kindly attach self-attested copy of  
matriculation certificate)**
3. Age as on the date of application :
4. Gender :
5. Address :
6. Category :
7. Phone No. :
8. E-mail ID :
9. Educational Qualifications (Please enclose a separate sheet if space below is insufficient)

Sl.No.	Degree / Diploma / Certificate	University Board	Year of passing	% Marks / Division / Grade

Note : Kindly fill the details of qualification from Senior Secondary onwards

10. Details of Employment in chronological order (Please enclose a separate sheet if space below is insufficient)

Sl.No.	Office / Institution	Post held	From	To	Nature of Duties performed

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

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

12. 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)

13. 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)

Date :

Place

(Signature of Candidate)

**Declaration**

I \_\_\_\_\_ hereby declare that all the information submitted in this application form is correct and complete. I, \_\_\_\_\_ also declare that I have read the Modalities and Terms of Reference (ToR) for Engagement of Academic Consultant for National Council for Teacher Education, New Delhi attached with the advertisement, as Annexure – 1.

(Signature of Candidate)

Date :

Place :

## Annexure-3

### **Modalities & Terms of Reference (ToR) for engagement of Data Analysts & Interpreter:**

#### **1. General conditions for engaging of Data Analysts and Interpreter:**

- i. Consultant will be engaged for a fixed period for providing high quality services within given timelines.
- ii. Applicants with requisite qualification and experience as prescribed would be hired as consultant.
- iii. 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.
- iv. 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.

#### **2. 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.*

#### **3. 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 Consultant 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.

#### **4. Entitlement of Consultants:**

- i. Consultant will be paid monthly a consolidated remuneration of Rs. 1,00,000/- per month depending on experience, educational background, and calibre. No Dearness Allowances or any other allowances are admissible.
- ii. The consultants shall be entitled to leave of 1 day per month on pro-rata basis.

#### **5. 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 Data Analysts from future engagement in National Council for Teacher Education.
- ii. Notwithstanding anything contained herein above, National Council for Teacher Education and/or Data Analyst 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-day notice to the consultant.

#### **6. Relaxation:**

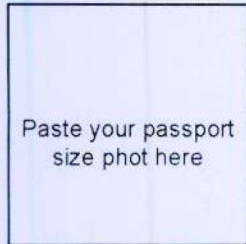
Under exceptional circumstances and in case of meritorious candidates the above guidelines may be relaxed with the approval of Competent Authority.

#### **7. Verification:**

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

**Annexure-4**

**APPLICATION PROFORMA FOR ENGAGEMENT OF DATA ANALYSTS AND INTERPRETERS FOR NATIONAL COUNCIL FOR TEACHER EDUCATION, NEW DELHI ON CONTRACT BASIS**



**Name of the post applied for :** \_\_\_\_\_

1. Name :

2. Date of Birth :

(Kindly attach self-attested copy of matriculation certificate

3. Age as on the date of application :

4. Gender :

5. Address :

6. Category :

7. Phone No. :

8. E-mail ID :

9. Educational Qualifications (Please enclose a separate sheet if space below is insufficient):

Sr. No.	Degree/Diploma/Certificate	University/ Board	Year of Passing	% Marks Division /Grade

10. Details of Employment in chronological order (please enclose a separate sheet if space below is insufficient):

Sr. No.	Office / Institution	Post held	From	To	Nature of Duties performed

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

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

12. **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)

13. **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)

Date:

Place:

(Signature of Candidate)

**Declaration**

I \_\_\_\_\_ hereby declare that all the information submitted in this application form is correct and complete. I, \_\_\_\_\_ also declare that I have read the Modalities and Terms of Reference (ToR) for Engagement of Data Analysts and Interpreters for National Council for Teacher Education, New Delhi attached with the advertisement, as Annexure – 3.

(Signature of Candidate)

Date:

Place:

**Note:**

1. Interested candidates shall submit their application in the enclosed format with one latest passport size photograph to be affixed on the application as per Annexure-1, 2, 3 and 4 along with self-attested photo copies of all the educational certificates in a sealed cover with super-script "*Engagement of Academic Consultant/ Data Analysts and Interpreter on short term contract basis in NCTE*" addressed to DS-Admn.I, National Council for Teacher Education, Sector-10, Dwarka, New-Delhi -110075 at the time of registration & documents verification. The registration & documents verification of all candidates shall be held between 09:30 A.M. to 11:00 A.M on 27.09.2023 before start of interview. **No candidate shall be allowed for registration and documents verification after 11:00 A.M. on 27.09.2023 at any circumstances.**

2. Walk – in – Interview will be conducted only for those candidates who fulfils the eligibility criteria clearly as mentioned in the advertisement.

  
Deputy Secretary (Admn.I)  
NCTE