

(Website of NCERT: <http://ncert.nic.in>)

Advertisement No. 6-1/2022/Pub(Consultant/EW) Editor

WALK-IN-INTERVIEW

A walk-in-interview for engagement of Consultant/Editor (English-1, Hindi-1 & Urdu-1) on contractual basis, from among the retired Government employees against vacant posts of Editors shall be conducted by NCERT. The eligibility conditions for the posts are indicated below:

a.	Name of Post	Editor - 03 Posts (English-01, Hindi-01 & Urdu-1)
b.	Educational Qualification	Essential: <ul style="list-style-type: none">• A Bachelor degree from a recognized University• Post Graduate Diploma in Book Publishing/Mass Communication/Journalism, translation where editing is one of the subject.• At least 8 years of experience in editing, producing-planning and supervising publications translation especially school textbooks, monographs and reports in a responsible capacity.• Knowledge of books production techniques, modern process of printing typography and should be proficient in English/Hindi/ Urdu. Desirable: <ul style="list-style-type: none">• Word processing and techniques of online editing.
c.	Date & Time of Walk-in-Interview	28 th September 2022 at 10:00 AM
d.	Venue	Publication Division, NCERT Sri Aurobindo Marg, New Delhi - 110016

Terms & Conditions:

1. Period of Engagement

- 1.1 Initial contract would be for a period of 1 year extendable further as may be decided by the Council.
- 1.2 The engagement of Consultant/Editor would be on full-time basis and the Consultant/Editor may be required to work on holidays also, if need be, for which no additional fee will be paid.

- 1.3 The engagement of Consultant/Editor is of a temporary nature and the engagement can be terminated at any time without assigning any reason. Engagement as Consultant/Editor shall not be considered as a case of re-employment.
2. **Age Limit** : Applicants who were already retired as on the last date of receipt of the application and are not more than 65 years of age on the last date of receipt of the application, can apply. However, candidates who are going to retire or on the verge of retirement may be considered, if not more than 65 years on the last date of application.
3. **Type of Appointment:** The appointment will be purely on contract basis.
4. **Accommodation** : No accommodation or House Rent will be provided by the Council.
5. **Entitlements for the Consultant/Editors :**
 - 5.1 Remuneration Fee : The Consultant/Editor will be paid a consolidated remuneration equivalent to his/her last pay drawn minus the pension. He/ She will also be paid Dearness Allowance on the 'remuneration amount' at the rates applicable for Central Government Autonomous Bodies Employees on the date of engagement. No other allowance such as HRA/Transport Allowance etc. will be payable to the Consultant/Editor.
 - 5.2 **Drawl of Pension** : Retired Government official appointed as Consultant/Editor shall continue to draw pension and the dearness relief on pension during the period of his/her engagement as Consultant/Editor.
 - 5.3 **Allowances** : The Consultant/Editor shall not be entitled to any allowance such as Residential Telephone, Residential Accommodation, Personal Staff, Medical Reimbursement, etc.
 - 5.4 **Leave** : Consultant/Editor shall be eligible for 8 days leave in a calendar year on pro-rata basis. Any unavailed leave in a calendar year cannot be carried forward to the next calendar year.
 - 5.5 **TA/DA:** No TA/DA shall be admissible for joining the assignment or on its completion. Consultant/Editor will not be allowed foreign travel at Government expenses. However, Consultant/Editor shall be allowed TA/DA for their travel inside the country in connection with the official work as per Govt. of India/Council norms.
6. **Tax Deduction at Source:**

The Income Tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at the source before payment, for which the Council will issue TDS Certificate/s service tax as applicable shall be payable extra at the prevalent rates.

7. **No extra charge:**

The monthly fees approved by the Council in the Contract, will be inclusive of the costs of Consultant/Editor's lodging and also all incidental expenses, professional fees, etc. No separate charges will be payable by the council on any such account. However, in case the Consultant/Editor is required to travel out of station in the context of the work/assignment, the Council shall reimburse the actual cost as per the Rules/Regulations of the Central Government/Council.

8. **Confidentiality of data and documents:**

The Intellectual Property Rights (IPR) of the data collected as well the deliverable produced for the Council shall remain with the Council. No one shall utilize or publish or disclose or part with, to a third party, any part of the data or statistic or proceedings or information collected for the purpose of his/her assignment or during the course of the assignment for the Council, without the consent of the Council.

9. Conflict of Interest:

The Consultant/Editor appointed by the Council, shall in no case represent or give opinion or advice to others in any matter which is not in the interest of the Council.

10. The Council reserves the right, which is as follows:

To cancel this advertisement in respect of any post or all the posts and not to proceed in the matter. At any stage accept or reject any or all applications, without giving any explanation, whatsoever. Change any term & condition of this Advertisement.

11. Termination of Agreement:

The council may terminate a contract to which these Terms & Conditions apply if:

- The consultant is unable to address the assigned works.
- Quality of the assigned work is not to the satisfaction of the Council.
- The Consultant/Editor fails in timely achievement of the milestones as decided by the Council.
- The Council reserves the right to terminate the contract, by giving fifteen days' notice to the Consultant/Editor.

Termination shall be a written notice served to the Consultant/Editor and shall take effect within 15 days of delivery of such notice, the termination shall be without prejudice to either party's right accrued before termination.

12. Governing law:

The contract shall be governed by and construed in accordance with the laws of the Republic of India. The Consultant/Editor shall provide a concept note on Stamp Paper about his understanding of the task/scope of the work he is supposed to undertake while working for the Council under the present contract.

13. Office time and working hours:

Engagement of Consultant/Editor would be on a full-time basis. Working hours shall be from 9.00 AM to 5:30 PM during working days including a half-an-hour lunch break in between. The Consultant/Editor may be called on Saturdays/Sundays/other Gazetted holidays, if required.

14. Others:

The Council, in line with the prevailing Government policies/procedures, may specify any other conditions/guidelines as considered appropriate during the period of engagement of the Consultant/Editor. All candidates should carry their original certificates and proof of experience for verification.

Advertisement No. 6-1/2022/Pub(Consultant/EW) Editor**Proforma of Application for Consultant-2022**

Space for photograph Self attested
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1. Name (IN CAPITAL LETTERS):
2. Address (with PIN code):
3. Date of birth:
4. Date of retirement:
(Enclosed self-attested copy of the retirement order)
5. Age as on last date _____ Years _____ Months _____ days
6. Mobile Number:
7. E-mail ID:

8. Detail of the qualification : (enclosed self-attested copy of certificate)		
Qualification	Year of Passing the Examination	Name of the Institute
10 th		
12 th		
Graduate		
Post Graduate		
Other		

9. Detail of Work experience : (enclosed self-attested copy of PPO/Last appointment certificate)			
Name of office	Post held with pay scale/Grade pay	Period for which post was held	Matter dealt

10. Detail of knowledge of working on Computer		
Name of the organization	Period	Software on which worked

I certified that the above data is correct.

Signature of the applicant with date