

Date: 2nd August, 2022

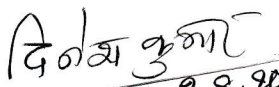
Advertisement

Subject: Recruitment of DTP in PAC and PAB approved programmes of NIE Departments/Divisions/Group for the year 2022-23 reg.

The Planning & Monitoring Division (PMD), NCERT, New Delhi will be conducted a Skill Test to prepare a panel to recruit DTP operators (English/Hindi/ Urdu) on contractual basis till 31st March, 2023 to engage in PAC and PAB approved Programmes for 2022-23. Eligible candidates interested in the post may apply online at e-mail sopmd2019@gmail.com by submitting application in the prescribed format latest by 16th August 2022. The format is attached with this advertisement and also available in the NCERT website: mw.ncert.nic.in. Applicants shall be intimated the date and time of skill test in their mobile/ e-mail one week before the commencement of skill test to appear for skill test along with testimonials in originals and a set of self-attested photocopies of the same. Details of the requirement for the post are as under:

Name of the Post: DTP Operators	
Essential Qualifications:	<ul style="list-style-type: none">• Graduate in any subject• One year Diploma/Certificate Course in Desktop Publishing from a recognized Institute
Desirable:	<ol style="list-style-type: none">1. Proficiency in Adobe Creative cloud suite (In Design, Photoshop, Illustrator, Coral draw, etc.) Equation Editors, Office Package (word, Excel, Power point2. Proficiency in typing both in Hindi and English
Job Requirement	To support the Deptts./Div./Ce11/Group in preparation and finalization of manuscripts into a printable documents with supportive visuals, etc.
Tenure	Upto 31 st March, 2023
Remuneration	Rs.23,000/- per month

- The candidates attending the skill test will not be paid any TA/DA by the Council.
- The candidates who are already in employment should submit a “No Objection Certificate” at the time of Skill Test.
- Candidates should bring their original certificates and other documents along with attested photocopies of documents in support of their claim in age, educational qualifications, experience, etc. at the time of interview as specified above.
- Assignment is purely temporary and will not confer any claim for regular appointment.
- Relaxation shall be applicable in age and qualification as per Govt. of India norms.


(Dinesh Kumar)
2.8.2022
Professor & Head PMD

Application Format

Post Applied:

Full Name (IN CAPITAL LETTERS)	:	
Father's Name	:	
Date of Birth (DD/MM/YYYY)	:	
Mailing Address	:	
Mobile Number	:	
E-mail I.D.	:	
Whether belongs to SC/ST/ PH/ (Copy of Certificate to be produced for interview)	:	

Educational Qualifications

S.No.	Examinations	Name of the Boards/ University	% of Marks	Subjects	Year of Passing/ Award

Professional Qualifications:

S.No.	Certificate/ Diploma, etc.	Name of the Institution	% of Marks/ Grade	Specialization	Year of Passing/Award

Job / Work Experience:

S.No.	Post held	Period / Duration	Key Responsibilities

Please mention specific information, (if any) relevant to the post and not covered above

Place:

Date:

Signature of the Candidate