



ALL INDIA COUNCIL FOR TECHNICAL EDUCATION

(A Statutory Body of the Govt. of India)

7th Floor, Chanderlok Building, Janpath, New Delhi-110 001

Ph Nos. : 011-23724151-57 Website : www.aicte-india.org

Advertisement No. Estt./03(03)/2014

ADVERTISEMENT FOR FILLING VACANCIES ON DEPUTATION BASIS

The All India Council for Technical Education (AICTE) was established by an Act of Parliament (No. 52 of 1987) with a view to provide proper planning and coordinated development of the technical education system throughout the country, the promotion of qualitative improvements of such education in relation to planned quantitative growth and the regulation and proper maintenance of norms and standards in the technical education system and for matters connected therewith. The Council is a Statutory Body of Government of India and is with its headquarters at 7th Floor of Chanderlok Building, Janpath, New Delhi-110001 and Regional Offices at eight States (Bhopal, Bangalore, Chandigarh, Chennai, Kanpur, Kolkata, Hyderabad, Mumbai and camp offices at Guwahati, Kerala and Vadodara.

Applications are invited from well qualified and experienced employees of Central or State Governments or Universities or Institutions of Higher Education or Autonomous Bodies, for appointment to the following posts on **DEPUTATION BASIS** initially for a period of one year and extendable on yearly basis for its Headquarter office at New Delhi and its Regional Offices. The details of posts are as under:

<i>Sl. No.</i>	<i>Name of the post/Pay Band</i>	<i>No. of posts (may vary)</i>	<i>Educational Qualifications and Experience prescribed for the post</i>
1	Director PB-4 -Rs.37400-67000+Grade Pay Rs.8,700/-	02	Officers from the Central or State Governments or Universities or Autonomous Bodies; (a) (i) holding analogous posts on regular basis in the parent cadre or department; or (ii) With four years service in the grade rendered after appointment thereto on a regular basis in the pre-revised pay scale of Rs. 12000-16500/-[PB-3 -Rs.15600-39100+GP Rs.7600/-Revised] in the parent cadre/ department; AND (b) Possessing the following educational qualifications and experience: Qualifications: Master Degree in any of the subjects of Science or Mathematics or Computer Application or Management including Behavioral Science, Commerce and Business Economics or Economics or Pharmacy or Engineering

			<p>and Technology or Architecture and Town Planning from a recognized University or equivalent.</p> <p>Experience: Twelve years experience in teaching or research, Educational Planning or Administration, Training etc. in Central or State Government or University or other Institution of Higher Education or Autonomous Bodies.</p> <p>Note-I: Preference will be given to the persons with Doctorate Degree and /or published research work with evidence of writing the technical reports.</p>
2.	<p>Deputy Director</p> <p>PB-3 Rs. 15600-39100 + GP Rs. 7600/-</p>	01	<p>Officers from the Central or State Governments or Universities or Autonomous Bodies holding analogous posts on regular basis in the parent cadre or department, in the field of teaching or research or Educational planning or training ; OR</p> <p>(ii) with four years service in the grade rendered after appointment thereto on a regular basis in the pre-revised pay scale of Rs. 10000-15200 [PB-3 Rs. 15600-39100/- +GP Rs. 6600/-] in the parent cadre/ department; OR</p> <p>(iii) with eight years service in the grade rendered after appointment thereto on a regular basis in the pre-revised pay scale of Rs. 8000-13500 [PB-2 Rs. 9300-34800/- +GP Rs. 5400/-Revised] in the parent cadre/ department; and possessing the following educational qualifications and experience:</p> <p>Qualifications: Possessing Master Degree in any of the subjects of Science or Mathematics or Computer Application or Management including Behavioral Science, Commerce and Business Economics or Pharmacy or Engineering and Technology or Architecture and Town Planning from a recognized University or equivalent;</p> <p>Experience: Ten years experience in teaching or research, Educational Planning or Administration, Training etc. in Central or State Government University or other institution of higher education or Autonomous Bodies.</p> <p>Note: Preference will be given to the persons with Doctorate Degree and /or published research work with evidence of writing the technical reports.</p>
3	Assistant Director	11	Officers from the Central or State Governments or Universities or Institutions of Higher Education or Autonomous Bodies;

	<p>PB-3 Rs. 15600-39100 + GP Rs. 6600/-</p>		<p>(a)(i) holding analogous posts on regular basis in the parent cadre or department , OR</p> <p>(ii) with four years service in the grade rendered after appointment thereto on a regular basis in the pre-revised scale of Rs. 8000-13500 [PB-2 of 9300-34800 + Grade Pay of Rs. 5400/- revised] in the parent cadre/ department; AND</p> <p>(b) Possessing the following educational qualifications and experience:</p> <p>(i)Qualifications: Master Degree in any of the subjects of Science or Mathematics or Computer Application or Management including Behavioral Science, Commerce and Business Economics or Economics or Pharmacy or Engineering and Technology or Architecture and Town Planning from a recognized University or equivalent.</p> <p>(ii)Experience: Four years professional experience at supervisory level in an organization; or four years experience in Teaching/Research, Educational Planning or Administration or in Legal matters in Central or State Government or University or other Institutions of Higher Education or Autonomous Bodies set up by the Government.</p> <p>Note: Preference will be given to persons holding Doctorate Degree and/or published research work with evidence of writing the technical reports.</p>
<p>4.</p>	<p>Chief Administrative Officer</p> <p>PB-3 Rs. 15600-39100 + GP Rs. 6600/-</p>	<p>01</p>	<p>(a)(i)Officers from the Central or State Governments or Universities or Institutions of Higher Education or Autonomous Bodies holding analogous posts on regular basis in the parent cadre or department; OR</p> <p>(ii) with four years service in the grade rendered after appointment thereto on a regular basis in the pre-revised scale of Rs. 8000-13500, [PB-2 Rs. 9300-34800/- +GP Rs. 5400/- revised] in the parent cadre/ department; AND</p> <p>(b)possessing the following educational qualifications and experience:</p> <p>Qualifications: Degree from a recognized University or equivalent</p>

			<p>Experience: (i)Eight years experience in a supervisory capacity in Central or State Government offices or Universities or Institutions of Higher Education or Autonomous Bodies.</p> <p>(ii)Knowledge in Administration, Establishment matters, Financial Rules and procedures of the Government of India and (iii)Knowledge of Computer applications</p>
5.	<p>Assistant Legal Advisor</p> <p>PB-3 Rs. 15600-39100 + GP Rs. 6600/-</p>	01	<p>(a)(i)Officers from the Central or State Governments or Universities or Institutions of Higher Education or Autonomous Bodies holding analogous posts on regular basis in the parent cadre or department; OR</p> <p>(ii) with eight years service in the grade rendered after appointment thereto on a regular basis in the pre-revised scale of Rs. 6500-10500 [PB-2 Rs. 9300-34800/- +GP Rs. 4600/-] in the parent cadre / department; OR</p> <p>(iii) Officers in the pre-revised pay scale of Rs. 6500-10500 [pay band PB-2 Rs. 9300-34800/- +GP Rs. 4600/- revised] and possessing (i)Master Degree in Law or equivalent from a recognized University or equivalent. (ii) Eight years Legal practice as an Advocate in High Courts or Supreme Court of India;</p> <p>OR Eight years experience in dealing with legal matters in supervisory capacity in Central or State Government organizations or Universities or Institutions of Higher Education or Autonomous Bodies.</p> <p>Desirable: Well versed with Administrative Laws, Constitutional Laws and other Civil Laws etc.</p>
6.	<p>System Analyst/ Programmer</p> <p>PB-2 Rs. 9300-34800 + GP Rs. 5400</p>	01	<p>(a)(i)Officers from the Central or State Governments or Universities or Institutions of Higher Education or Autonomous Bodies holding analogous posts on regular basis in the parent cadre or department ; OR</p> <p>(ii) with three years service in the grade rendered after appointment thereto on a regular basis in the pre-revised scale of Rs. 6500-10500 [PB-2 Rs. 9300-34800/- +GP Rs. 4600/- revised] in the parent cadre / department; OR</p> <p>(iii) with five years regular service in the grade rendered after appointment thereto on a regular basis in the in the pre-revised scale of Rs. 5500-9000 [PB-2 Rs. 9300-34800/- +GP Rs. 4200/- revised]in the parent cadre / department; AND</p> <p>(b)possessing the following educational qualifications and experience:</p>

			<p>Qualifications: (i) Master Degree in Statistics or Mathematics (with Statistics) or Operations Research or Physics or Economics (with Statistics) or Commerce (with Statistics) from a recognized University or equivalent; OR</p> <p>(ii) Degree in Engineering or Computer Science from a recognized University or equivalent; AND</p> <p>Experience: Three years experience of electronic data processing work, out of which at least one year experience should be in actual programming on an electronic computer.</p>
7.	<p>Accountant/ Office Superintendent-cum- Accountant</p> <p>PB-2 Rs. 9300-34800 + GP Rs. 4200</p>	04	<p>(a)(i) Officers from the Central or State Government or Universities or Institutions of Higher Education or Autonomous Bodies holding analogous posts on regular basis in the parent cadre or department; OR</p> <p>(ii) with five years regular service in the grade rendered after appointment thereto on a regular basis in the pre-revised scale of Rs. 4500-7000 [PB-1 Rs. 5200-20200/-+GP Rs. 2800-revised] in the parent cadre / department;; AND</p> <p>(b) possessing the following educational qualifications and experience:</p> <p>Qualifications: Degree in Commerce from a recognized University or equivalent.</p> <p>Experience: Possessing five years experience of Central or State Government offices or Universities or Institutions of Higher Education or Autonomous Bodies in accounting/budgeting/ auditing/ cash and general finance matters. Knowledge of Government rules and regulations.</p> <p>Desirable: Training in cash and accounts work in the Institute of Secretariat Training and Management (ISTM) or equivalent</p>
8.	<p>Personal Assistant</p> <p>PB-2 Rs. 9300-34800 + GP Rs. 4200/-</p>	02	<p>(a)(i) Officers from the Central or State Governments or Universities or Institutions of Higher Education or Autonomous Bodies holding analogous posts on regular basis in the parent cadre or department; OR</p> <p>(ii) With five years service in the grade rendered after appointment thereto on a regular basis in the in the pre-revised scale of Rs. 4000-6000 [PB-1 Rs. 5200-20200/- +GP Rs. 2400-revised/] as Stenographer. AND</p> <p>(b) possessing the following educational qualifications and</p>

			<p>experience:</p> <p>Qualifications :(i)Degree from a recognized University or equivalent.</p> <p>(ii) Speed of 100 words per minute in Stenography in English.</p> <p>(iii) Knowledge in Computer Applications.</p>
9.	<p>Upper Division Clerk</p> <p>PB-1 Rs. 5200-20200 + GP Rs. 2400/-</p>	10	<p>(a)(i) Officers from the Central or State Governments or Universities or Institutions of Higher Education or Autonomous Bodies; holding analogous posts on regular basis in the parent cadre or department, OR</p> <p>(ii)With five years regular service in the grade rendered after appointment thereto on a regular basis in the pre-revised scale of Rs. 3050-4590 [PB-1 Rs. 5200-20200/- +GP Rs. 1900/- revised] in the parent cadre/ department with experience in Administration/ Accounts matters and knowledge of Government of India rules/ regulations and noting and drafting; AND</p> <p>(b) Possessing the following educational qualifications:</p> <p>Qualifications (1) Degree from a recognized University or equivalent. (2) Knowledge in Computer Applications.</p> <p>Experience: Five years work experience in general administration and accounts from Central or State Government organizations or Universities or Institutions of Higher Education or Autonomous Bodies.</p>

GENERAL TERMS & CONDITIONS

1. Number of posts is tentative, may vary and Council reserves the right to increase or decrease number of posts and may or may not fill any post(s).
2. The prescribed qualifications are the minimum and mere possession and fulfillment of the essential and desirable qualifications for a post does not entitle the candidate to be called for interview/ test.
3. Application must be neatly typewritten on A-4 size paper in the prescribed proforma (**Annexure-D**). The proforma can ALSO be downloaded through the website **www.aicte-india.org**.
4. One recent passport size photograph should be pasted on the top right hand corner of the application and be signed by self across.
5. Envelope containing application should be super-scribed with “**APPLICATION FOR THE POST OF _____ (Sl. No. _____)**.”
6. A candidate has to submit separate applications, if he/she desires to apply for more than one post.
7. The candidates short-listed for interview/ test will be informed by post. The Council will not be responsible for any postal delay.
8. Original certificates should be produced only at the time of interview/test. However, attested photocopies of testimonials may also be attached with the application in support of their educational qualifications and experience etc.
9. Candidates may send an advance copy of application. However, advance application shall be entertained only when application **through proper channel (Forwarding Authority)** is received. It shall be necessary to furnish “**No Objection Certificate**” from the parent department/ present employer at the time of interview/test.
10. Applications received after expiry of the prescribed period and/or found to be incomplete in any manner or not submitted in prescribed proforma will not be entertained.
11. The decision of the Council in respect of selections shall be final and no correspondence in this regard will be entertained. Canvassing in any type from any source will disqualify the candidature of the applicant.

12. The application complete in all respect must be sent through Proper Channel to **Director (Admn.), All India Council for Technical Education, 7th Floor, Chanderlok Building, Janpath, New Delhi – 110001**, latest by **31st March, 2014**.
13. The terms and conditions of deputation will be regulated in accordance with OMs/Orders issued by the Department of Personnel & Training and as amended from time to time.
14. Forwarding Authority is to ensure that the applications must be accompanied by ACRs for last five years, Integrity Certificate and Vigilance Certificate. In case of photocopies of A.C.R are sent, these may be attested by an officer not below the rank of Under Secretary of the Government of India.
15. The **maximum age limit for appointment by deputation shall not exceed 56 years** as on the closing date of receipt of application.

DIRECTOR (ADMINISTRATION)

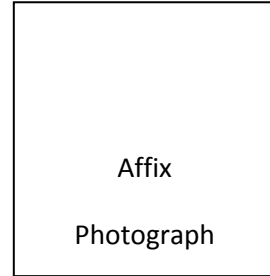
PROFORMA

ALL INDIA COUNCIL FOR TECHNICAL EDUCATION, NEW DELHI.

PART-A

1. Name of the Post _____
2. Name in Full (in block letters) _____
3. Father's / Husband's Name _____
4. Date of Birth _____ Age _____
5. Nationality _____
6. a) Address for correspondence (in block letters)

Pin Code _____
Telephone _____
E-Mail ID _____



- b) Permanent Address (in block letters)

Pin Code : _____

7. Whether you belong to (Please tick) SC___ ST___ OBC___ PH___ GEN___
(Attach copy of certificate if you belong to SC, ST, PH or OBC)

8. Educational Qualifications :-
(In chronological order from the Bachelor's Degree and onwards)

Sl. No	Degree / Specialization	University / Institution	Division or equivalent	Percentage or Marks
S. No.	Organization	Period From To	Particulars of Training	

9 Professional Training:

S. No.	Organization	Period From To	Particulars of Training

10. Knowledge of working on PC/ work station and Familiarity with software Packages
(Please specify) :

11. Employment Record (details in reverse chronological order, starting with the last job)

S. No.	Name & Address of the Employer & Type of organization (Central/State/University//Institution of Higher Education/Autonomous)	Period of service in each post (Duration in Months) From To	Designation of post held & scale of pay	Nature of work and level of responsibilities

**Note : Please indicate your total experience for eligibility to the post applied for :..... years
..... months**

12. Publications and Report

*(Please enclose list under three separate heads: Journals,
Conferences, Reports)*

PART-B

Additional details about present employment, if any.

1. (a) Present Pay Scale : _____
(Central Govt. / State Govt. / University / Autonomous Organization)
(Please delete which are not applicable)

(b) If pay scale has been revised recently, state the date of revision and also the pre - revised pay scale.

Pre-revised **Revised**

- (i) Basic Pay
- (ii) Dearness Allowances
- (iii) Other Allowances
(please specify)

Total Gross Salary : _____
(Attach copy of Last Pay Slip in support of above)

2. Member / Fellowship of Professional Society _____

3. Any other information you may wish to furnish _____
(in brief and no annexure be enclosed)

4. Name and address of 2 persons (not related to you) who are well acquainted with your academic record and professional work for reference:-

1. _____ 2. _____

PART – C

DECLARATION

I certify that the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted. At any time I am found to have concealed / distorted any material information, my appointment shall be liable to be summarily terminated without notice /compensation.

SIGNATURE OF CANDIDATE

Date : _____

Place : _____

PART – D

FORWARDING AUTHORITY / EMPLOYERS ENDORSEMENT

This is to certify that Dr./Sh./Smt. is working as from on regular basis in our department / institute / organization. The above details given by him/her are verified and found correct as per our records. It is further certified that no vigilance / disciplinary case and departmental enquiry is either pending or contemplated against him / her. The integrity of the officer is also certified. In case of his / her selection, he / she will be relieved on deputation basis and his / her lien will / will not be retained by this organization.

Signature of Employer with Office Seal

Date _____

Place _____

Note : Attested copies of all the relevant documents must be attached with the Application