

# CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organization under the Union Ministry of Human Resource Development Govt. of India)  
“SHIKSHA KENDRA”, 2, COMMUNITY CENTRE, PREET VIHAR, DELHI – 110 092

## VACANCY NOTICE

Applications are invited for filling up two (02) posts( May increase) of Education Officers in the Pay Band-4 (Rs. 37400 - 67000) plus Grade Pay Rs. 8700/- by Deputation [Including short-term contract]/Absorption from eligible candidates. Interested candidates may submit their applications through proper channel in the format available on the Board's website to the JOINT SECRETARY, Central Board of Secondary Education, 2 Community Centre, Shiksha Kendra, Preet Vihar Delhi – 110092. The applications accompanying with photocopies of testimonials, ACR dossiers of last 5 years, NOC and vigilance clearance certificate must reach before 9<sup>th</sup> August, 2012.

### Education Officer

1. Mode of recruitment: Deputation,(including short term contract),Absorption
2. Pay scale/Grade Pay: Rs.37400-67000+ GP 8700
3. Essential qualifications/Experience:

#### **A) Essential:-**

- i. Second class Master's Degree from a recognized University in mathematics/Science/English/ Economics.
- ii. Degree in Teaching Education from a recognized University/Institute.
- iii. Working Knowledge of Hindi and English.

#### **B) Desirable:**

- i. M. Phil degree.
- ii. Published work.

#### **In case of Recruitment by promotion/deputation/absorption, grade from which promotion/deputation/absorption to be made**

A. Officers of the Central/State/Statutory Bodies or Autonomous Organisation and persons of eminence from similar fields:

1. Holding analogous posts on regular basis.

or

2. With at least five years service in PB3 scale of pay of Rs. 15600-39100/-+ Grade Pay of Rs. 7600/- or equivalent.

or

3. (i) with at least ten years service in PB3 scale of pay of Rs. 15600-39100/-+ Grade Pay of Rs. 6600/- and

Having 12 years experience as Principal of a Higher/Sr. Secondary School/Intermediate College.

or

- (ii) 10 years experience as a Lecturer in NCERT/SCERT/State Institute of Education/Department of Education and

B. Experience in organizing seminars in-service course, orientation programmes for teachers, symposia, educational conferences, sports rallies and General Library meets and also in handling vocational subjects.

C. Experience of conducting University/Public/Board Level Examination.

D. Examination Reforms with particular reference to improvement of mechanics of examination, internal assessment, scholastic and non-scholastic achievement.

E. Preparation and production of text books.

**Age Limit:** Not exceeding 56 years.

**Last date:** 9<sup>th</sup> August 2012

**CENTRAL BOARD OF SECONDARY EDUCATION**  
**“SHIKSHA KENDRA”, 2, COMMUNITY CENTRE, PREET VIHAR, DELHI-110 092**

Application form for the post of Education Officer

Registration No:  
(To be filled by office)

Applying on : Deputation / Contract/ absorption basis

Personal Details		
1	Full Name (As per Certificate)	
2	Date of Birth: (As per 10 <sup>th</sup> Certificate)	(dd/mm/yyyy)
3	Gender: Male/Female	
4	Marital Status Married/Unmarried	
5	Father's Name	
6	Mother's Name	
7	Category Detail	
	Category	GN / OBC(Non Creamy Layer) / SC / ST
	Caste name	
	Caste Certificate No	
	Issuing Authority	
	State of Origin/Domicile	
8	Religion	
9	Whether Ex-Serviceman yes/no	
	If Yes length of service Years months	
10	Whether you are a Person with Disabilities	yes/no
	If Yes, Disability Certificate No	
	Certificate Date:	
	Issuing Authority	
11	Contact Details	
a	Email ID (Mandatory)#	
b	Alternate Email ID#	
c	Mobile No	
d	Phone No	
e	Address for Communication	Line 1
		Line 2
		City
		State Pin
f	Permanent Address Line 1	Line 1
		Line 2
		City
		State Pin

13	Qualification Details						
	Exams Passed	Subject/Stream	Year of Passing		% of Marks	Class/Grade	
	10						
	12						
	Graduation						
	Post Graduation						
14	Post Qualification work experience details (Start from present Employer)						
	Name of the Employer & Nature of Employment	Designation and Rank if any	Total period of service		Nature of duties performed	Pay Scale as per 6 <sup>th</sup> CPC, Grade Pay and Gross Salary	Years of Service (YY/MM)
			From	To		Pay Scale	
						Grade Pay	
						Gross Salary	
						Pay Scale	
						Grade Pay	
						Gross Salary	
						Pay Scale	
						Grade Pay	
						Gross Salary	

Declaration

I hereby declare that I have carefully read the conditions of eligibility mentioned in the advertisement. These conditions are acceptable to me and I fulfill these conditions. The details mentioned in the application are true and I shall furnish the necessary certificates in proof of the above at the time of Interview. If any information/details found to be incorrect/false at any stage of the selection or if any fact is found to have been concealed by me are detected even after the appointment, my services may be terminated. Further, I am aware that all communications with regard to the application will be sent by the Board on Email ID mentioned above.

Place:

Date:

Signature