



राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान  
National Institute of Open Schooling (NIOS)

आईएसओ 9001: 2015 प्रमाणित ISO 9001:2015 Certified

(शिक्षा मंत्रालय, भारत सरकार के अंतर्गत एक स्वायत्त संस्था)

(An Autonomous Organization under Ministry of Education, Govt. of India)

A-24-25, Institutional Area, Sector 62, NOIDA, Uttar Pradesh - 201309

**Walk-in-Interview**

NIOS will hold **Walk-in-Interview** on **27<sup>th</sup> and 28<sup>th</sup> September, 2022** at NIOS Headquarters, A-24-25, Institutional Area, Sector-62, NOIDA, Uttar Pradesh-201309 for engagement of **(04) Senior Executive Officer** purely on contractual basis for a period of six months.

The application form along with prescribed qualifications/ experience and other terms & conditions are annexed herewith.

Eligible and interested candidates may appear for the Walk-in-Interview with duly filled enclosed application form along with self-attested copies of certificates and reach the venue 1 hour prior to the scheduled date and time of interview. No TA/DA shall be admissible for attending the interview.

**Secretary**



# राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान

## National Institute of Open Schooling

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National Institute of Open Schooling (NIOS) will hold Walk-in-Interview on the date mentioned against the post(s) to fill up the following position(s) purely on contractual basis for a period of Six months.

Sr. No.	Name of the Position	Emoluments (Consolidated) (per month)	No. of Position	Date & Time of Interview
1.	Senior Executive Officer (Political Science)	₹36,300/-	1 (One)	27 <sup>th</sup> September, 2022 at 11.00 am
2.	Senior Executive Officer (Linguistics & English Language)	₹36,300/-	1 (One)	27 <sup>th</sup> September, 2022 at 2.00 pm
3.	Senior Executive Officer (Open Basic Education)	₹36,300/-	1 (One)	28 <sup>th</sup> September, 2022 at 11.00 am
4.	Senior Executive Officer (Bharatiya Jnana Parampara)	₹36,300/-	1 (One)	28 <sup>th</sup> September, 2022 at 2.00 pm

### **EDUCATIONAL QUALIFICATION, EXPERIENCE AND ROLES & RESPONSIBILITIES**

#### **A. Senior Executive Officer (Political Science and Linguistics & English Language)**

##### **1. Essential:**

- Master's Degree in relevant subject from a recognized University in India /Abroad with at least 55% marks or its equivalent grade.
- Working knowledge of Computer Operations.
- Working knowledge of English and Hindi.

##### **2. Experience:**

- Two years of teaching experience in academic institute preferably in schools/educational institute.

##### **3. Roles and Responsibilities:**

- Development and translation of Self Learning Material.
- Development of Question Bank for ODES.
- Live telecast of Audio/Video Programmes.

#### **B. Senior Executive Officer (Open Basic Education)**

##### **1. Essential:**

- Master's Degree in any subject from a recognized University in India /Abroad with at least 55% marks or its equivalent grade.
- Working knowledge of Computer Operations.
- Working knowledge of English and Hindi.

##### **2. Roles and Responsibilities:**

- Development and translation of Self Learning Material.
- Development of Question Bank for ODES.
- Live telecast of Audio/Video Programmes.

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**C. Senior Executive Officer (Bharatiya Jnana Parampara)**

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**1. Essential:**

- i. Master's Degree in Sanskrit/Acharya from a recognized University in India /Abroad with at least 55% marks or its equivalent grade.
- ii. Working knowledge of Computer Operations.
- iii. Working knowledge of English and Hindi.

**2. Experience:**

- i. Two years of teaching experience in academic institute preferably in schools/educational institute.
- ii. One year experience in translation of courses to different languages.

**3. Roles and Responsibilities:**

- i. Development and translation of Self Learning Material.
- ii. Development of Question Bank for ODES.
- iii. Development of MOOCs
- iv. Live telecast of Audio/Video Programmes.
- v. Promotion of IKT courses.

**Other terms and conditions:**

1. The positions are purely on contractual basis and can be extended on mutual consent. The candidate engaged will have to execute an agreement with NIOS, renewable on the basis of satisfactory performance.
2. The candidate engaged to these positions shall not be part of the regular staff nor would any special preference treatment be given to such contractual staff in the matter of recruitment to regular post.
3. The candidate engaged shall have no vested right prior to and after the completion of the contract period to ask for regularization/absorption in NIOS.
4. During the contract, if required, the contractual staff will have to proceed to any part of India and will perform such duties as may be assigned to him/her in connection with the work of NIOS.
5. The maximum age 63 years as on date of Walk-in-Interview.
6. The NIOS reserves the right to fill or not to fill any position without assigning any reason.

**Note:**

1. Interested and eligible candidates should come for the interview with application form duly filled in alongwith self attested copies of certificates and testimonials.
2. The candidates should also bring their original certificates, testimonials for verification.
3. Selected candidates may be required to join immediately.
4. No TA/DA will be paid for attending the interview.
5. Candidates are advised to visit NIOS website regularly for notices/information. Corrigendum/ Extension/Updates etc., if any, shall be published in NIOS website only.
6. Walk-in-Interview shall be held at **NIOS, A-24-25, Institutional Area, Sector-62, NOIDA, Uttar Pradesh-201 309** on the above mentioned schedule.



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A-24-25, Institutional Area, Sector-62, NOIDA, Uttar Pradesh - 201309

For Office use only

APPLICATION FORMAT

1. Application for the post of .....
2. Name .....
3. Father's/Husband's Name .....
4. Date of Birth, Age as on date .....
5. Contact No./Email .....
6. Correspondence Address .....

Paste your Passport  
size Photograph

S. No.	Exam Passed	Board/University	Year of Passing	% of marks
1.				
2.				
3.				
4.				

7. Working Knowledge of Computer Operations .....
8. Working Knowledge of Hindi/English .....
9. Experience (in details)

S. No.	Name of Organization	Position Held	Total Period		Nature of Duties
			From	To	
1.					
2.					
3.					

10. Any other information .....

I hereby declare that the above particulars are true in every respect and nothing has been concealed or withheld by me.

Place: .....

Date: .....

(Signature of Candidate)