



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 Institution under Ministry of Education, Govt. of India)
A-24-25, Institutional Area, Sector 62, NOIDA-201309, UP

WALK-IN-INTERVIEW

NIOS will hold **WALK-IN-INTERVIEW** on Thursday the **14th November, 2024** at **10.00 am** in NIOS Headquarters, A-24-25, Institutional Area, Sector-62, NOIDA, Uttar Pradesh-201309 for engagement of **(01) Senior Consultant (Admn. & Finance)** purely on contractual basis for a period of six months as per details given below:

Sr. No.	Name of the Position	Emolument (Consolidated) (per month)	No. of Position	Date of Interview
1.	Senior Consultant (Admn. & Finance)	71,000/-	1 (One)	(Thursday) 14.11.2024

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

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

(An autonomous organization under Ministry of Education, Govt. of India)

A-24-25, Institutional Area, Sector-62, NOIDA, U.P.

National Institute of Open Schooling (NIOS) will hold **WALK-IN-INTERVIEW** on Thursday the **14th November, 2024 at 10.00 am** to fill up the position of **Senior Consultant (Admn. & Finance)** for a period of six months purely on contract basis with consolidated remuneration at NIOS, A-24-25, Institutional Area, Sector-62, NOIDA, U.P. as per details given below :

Sr. No.	Name of the Position	Emolument (Consolidated) (per month)	No. of Position	Day & Date of Interview
1.	Senior Consultant (Admn. & Finance)	71,000/-	1 (One)	(Thursday) 14.11.2024

1. Senior Consultant (Admn. & Finance)

Educational Qualification & Experience:

1. Graduate with minimum 50% marks
2. At least 10 years of experience in the field of Administration in Govt. Organisation.
3. Sound experience of Audit, Accounts and Financial Administration.

Age Below 65 years

Other terms and conditions:

1. The position is 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 the position shall not be part of the regular 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.

Note:

1. Candidates should come for the interview with a copy of bio data, original certificates and one set of photocopies of all educational qualification and experience certificates duly self attested.
2. The selected candidates may be required to join immediately.
3. No TA/DA will be paid for attending the interview.

All desirous candidates may attend **WALK-IN-INTERVIEW** with their complete application in the prescribed application format supported with attested copies of testimonials. Candidate should bring the original testimonials also for verification. **The registration of the candidates shall be from 10.00 A.M. on the date of interview. WALK-IN-INTERVIEW shall be held at NIOS, A-24-25, Institutional Area, Sector-62, NOIDA, UP-201 309.**



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A-24-25, Institutional Area, Sector-62, NOIDA, U.P.

For Office use only

APPLICATION FORMAT

1. Application for the post of
 2. Name Mr./Ms./Mrs.
 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 Organisation	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)