

F. No. 6-2/2022-Pub.(EW)
Publication Division

Dated: 01.11.2022

Notification

Subject: Walk-in-Interview and Skill test for the Engagement of Editors, Assistant Editors, Editorial Assistants and Proof Readers purely on contract basis.

Publication Division, NCERT will conduct a Walk-in-Interview and Skill Test for engagement for the posts of Editor, Assistant Editor, Editorial Assistant and Proof Reader purely on contract basis. The Council can terminate the services of contractual employees at any time without giving any reason.

1. Editor - 03 Posts (English-01 & Hindi-02)

a	Educational Qualification	<p>Essential:</p> <ul style="list-style-type: none"> • A Bachelor degree from a recognized University. • Post Graduate Diploma in Book Publishing/Mass Communication/Journalism, where editing is one of the subject. • At least 8 year experience in editing, producing-planning and supervising publications especially school textbooks, monographs and reports in a responsible capacity. • Knowledge of books production techniques, modern process of printing, typography and should be proficient in English/Hindi/Urdu. <p>Desirable:</p> <ul style="list-style-type: none"> • Word processing and techniques of online editing.
b	Age Limit	Not Exceeding 40 years
c	Remuneration	Rs. 75,000/- per month (Consolidated)
d	Tenure	One year (this period of engagement can be terminated at any time without assigning any reason)
e	Date of Screening and registration of Candidate	21 November, 2022 at 10.00 AM to 5.00 PM
f	Date and time of skill test	25 November, 2022
g	Venue	Publication Division, NCERT, Sri Aurobindo Marg, New Delhi-110016

2. Assistant Editor - 10 Posts (English-04, Hindi-04 & Urdu-02)

a	Educational Qualification	<p>Essential:</p> <ul style="list-style-type: none"> • A Bachelor degree from a recognized University. • Post Graduate Diploma in Book Publishing/Mass Communication/Journalism, where editing is one of the subject. • At least 5 year experience in editing, producing-planning and supervising publications especially school textbooks, monographs and reports in a responsible capacity. • Knowledge of books production techniques, modern process of printing, typography and should be proficient in English/Hindi/Urdu. <p>Desirable:</p> <ul style="list-style-type: none"> • Word processing and techniques of online editing.
b	Age Limit	Not Exceeding 35 years
c	Remuneration	Rs. 62,000/- per month (Consolidated)
d	Tenure	One year (this period of engagement can be terminated at any time without assigning any reason)
e	Date of Screening and	21 November, 2022 at 10.00 AM to 5.00 PM