

No. EP/30/2020- E & P DIV  
**Government of India**  
**Ministry of Skill Development and Entrepreneurship**

Kaushal Bhawan, New Moti Bagh,  
New Delhi-110023, 12<sup>th</sup> January, 2026

**VACANCY CIRCULAR**

**Subject:** Filling up the post of Executive Member in National Council for Vocational Education and Training (NCVET)

The Ministry of Skill Development & Entrepreneurship (MSDE), Government of India notified the National Council for Vocational Education and Training (NCVET) on 5<sup>th</sup> December 2018 to function as an overarching regulator mandated to regulate both long and short-term vocational training in the country. NCVET has been notified as a non-statutory regulatory authority, by merging the National Council for Vocational Training (NCVT) and the National Skill Development Agency (NSDA).

2. Applications are invited, in the given *proforma*, from the citizens of India for the one (01) post of Executive Member in the National Council for Vocational Education and Training (NCVET).

3. **Remuneration:** Pay Level -15 (Rs. 1,82,200/- to Rs. 2,24,100 /-) of the Central Civil Services (Revised Pay) Rule, 2016 along with such allowances as admissible to the Additional Secretary to the Government of India. The remuneration will be regulated as per the directions issued from time to time by Department of Expenditure and Department of Personnel & Training.

4. **Eligibility:** Applicants should be persons of ability, integrity and standing who have special knowledge of, and professional experience of not less than fifteen years in business management, human resource management, skill development, higher education, public administration or related fields. A person who is, or has been, in the service of Government shall not be appointed as Executive Member, unless such person has held the post of Additional Secretary to the Government of India or Joint Secretary to the Government of India or any equivalent post in the Central Government or the State Government.

5. **Age limit and tenure:** The Executive Member shall hold office for a term of five years or until he attains the age of sixty-five years, whichever is earlier. The applicant should not be more than 62 years of age as on the last date of receipt of application.

6. The Selection Committee is free to identify and recommend any other person also, based on merit, who has not applied for the post. Further, the Selection Committee reserves the right to recommend, if considered necessary, relaxation in the eligibility and qualifications/experience criteria in respect of outstanding candidates.

**7. Supporting documents:** Those from Government service shall submit their applications through proper channel together with self-attested copies of following supporting documents:-

- a. *Up-to-date Annual Confidential Report (ACR)/ APAR dossier in original/attested photocopies thereof of last 5 years of the candidate,'*
- b. *Integrity Certificate,*
- c. *Vigilance Clearance certification that no disciplinary proceedings or criminal proceedings are either pending or contemplated against the officer concerned,*
- d. *List of major/minor penalties, if any. imposed on the candidates, and*
- e. *A certificate confirming that no penalty has been imposed on the officer.*

8. Application as per the given proforma along with one passport size photograph should be sent through proper channel to the following address in a closed cover superscribed with "Application for the post of Executive Member(s), NCVET".

Joint Director (E&P)  
Ministry of Skill Development & Entrepreneurship  
Room No 115, Kaushal Bhawan,  
New Moti Bagh, New Delhi-23

9. The Proforma application and the details regarding the eligibility conditions, etc. may be seen at the Ministry of Skill Development & Entrepreneurship's website <http://www.msde.gov.in>.

10. The physical copy of the application should reach the above-mentioned address or the digital copy may be shared at [ecopol-msde@gov.in](mailto:ecopol-msde@gov.in) on or before 5:30 P.M. on 09<sup>th</sup> March, 2026.

## PROFORMA

### **Application for the posts of Executive Members, National Council for Vocational Education and Training (NCVET)**

1. Name of the Candidate  
(in Block Letters)
2. Date of Birth
3. Present post held
4. Service to which belong  
(in case of Govt. servants)
5. Present pay and scale of pay:
6. Complete Postal Address:  
(i) Permanent  
(ii) Present
7. Educational Qualification  
(i) Academic  
(ii) Professional
8. Details of experience and brief Service Particulars:

S. No.	Post (Regular/Ad-hoc)	From and To	Scale of pay & Basic pay	Nature of Duties	Remarks/any other information relevant for the post

9. Please state whether you meet the requirements of the post:
10. Additional information, if any,

(Signature of Applicant)

Place:

Date:

\*In case of persons from the private sector, relevant supporting documents shall be enclosed with the application.

TO BE FILLED BY THE EMPLOYER (in case of Government servants)

Certified that the particulars furnished by Mr./Ms.

\_\_\_\_\_ who is working as \_\_\_\_\_

in this organization are correct and no vigilance case is pending/contemplated against him/her.

Signature

Designation

Date: