

Government of India

Ministry of Skill Development and Entrepreneurship  
National Council for Vocational Education and Training

4<sup>th</sup> Floor, Kaushal Bhawan,  
Chanakyapuri, New Delhi - 110023

Dated 10-03-2026

Vacancy Circular

Subject:- **Filling up of one vacancy for the post of Deputy Director in National Council for Vocational Education & Training (NCVET), New Delhi on deputation basis-reg.**

Applications are invited for filling up of one post of Deputy Director in National Council for Vocational Education and Training (NCVET) under Ministry of Skill Development & Entrepreneurship, Government of India, New Delhi on deputation on "FOREIGN SERVICE" terms.

2. The details of the post along with eligibility criteria, educational qualification / experience etc. required for the post of Deputy Director along with the period of initial deputation are as follows:-

Name of Post & Pay Band / Level	Eligibility Conditions	No. of post
Deputy Director Pay Level - 11 ( Rs.67,700 – 2,08,700) as per 7 <sup>th</sup> CPC  (corresponding to pre-revised pay scale in PB-3 +GP Rs.6600/-)	<p><b>Essential :</b></p> <p>1) Officers working on regular basis in Central Civil Services Group "A" or State Government or Autonomous Organizations or Regulatory Authorities, Central/State Government Universities or Central/State Government Academic or Research Institutions etc. <b>AND</b></p> <p>2. a) Working on analogous post or grade on regular basis in parent cadre or department; <b>OR</b></p> <p>b) having five years' regular experience in Pay level 10: (Rs.56100 to Rs.177500/-) of such services mentioned in (1) above <b>OR</b></p> <p>c) Seven years' regular service in Pay level 9: (Rs.53100/- to Rs.167800/-) of such services mentioned in (1) above <b>OR</b></p> <p>d) Eight years' regular service in Pay level 8: (Rs.47600/- to Rs.151100/-) of such services mentioned in (1) above <b>OR</b></p> <p>e) Nine years' regular service in Pay level 7 ( Rs. Rs 44900 to Rs 142400) of such services mentioned in (1) above <b>OR</b></p> <p>f) Twelve years' regular service in Pay level 6 ( Rs 35400/- to Rs 112400/-) of such services mentioned in (1) above</p>	<p>01 ( One) post; which may be increased</p> <p>Initially for a period of 3 years which may be extended as per Rules and requirement of NCVET.</p>

	<p><b>Desirable:</b></p> <p><b><u>Education &amp; Experience</u></b></p> <p>1) Bachelor's degree in Law/Economics / Commerce/ Business Administration with Finance &amp; Accounts/ CA/CS/Cost Accountant or any equivalent degree considered useful by the Selection Committee</p> <p>2. Having experience of Administration and Finance.</p> <p>3. Experience in dealing Technical and General Education needed to understand Skill Development.</p> <p>4. Should possess exceptional communication and presentation skills, both written &amp; oral and have working knowledge of computers.</p>	
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Note: The Department Officers in the Feeder Category who are in the direct line of promotion will not be eligible for consideration for appointment by deputation basis. Similarly, deputationist shall not be eligible for consideration for appointment by promotion. (Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government should ordinarily not to exceed five years. The maximum age limit for appointment by deputation is 56 years as on the closing date of receipt of application).

3. For the purpose of appointment on deputation basis, the services rendered on a regular basis by an officer on or 01.01.2016 (the date from which the revised pay structure based on the 7<sup>th</sup> Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Commission except where there has been merger of more than one pre-revised scales of pay into one grade with a common grade pay or pay, and where this benefit will extend only for the post(s) which that grade pay or pay scale is the normal replacement grade without any upgradation.

4. The appointment on deputation basis in NCVET will be governed by the provisions contained in the DoP&T O.M. No. 6/8/2000- Estt. (Pay – II) dated 17-06-2010 as amended from time to time. The NCVET reserves the right not to fill up the above vacancy.

5. Apart from the pay, the post carries DA, HRA and Transport Allowance etc. as per rate applicable to Central Government employees from time to time. Medical reimbursement is admissible as per the prevailing CGHS/CS (MA) Rules.

6. **The NCVET is not an eligible office for General Pool Residential Accommodation.**

7. It is requested that the particulars of the eligible persons, who fulfil the required qualification and can be considered for appointment to the above post and whose services could be spared immediately may be forwarded to this office through proper channel in the proforma enclosed at **Annexure - I**, complete in all respects.

  
 10/3/28

8. No Penalty certificate for the last ten years and up-to-date ACRs /APARs for the last five years along with certificate of Vigilance Clearance and Integrity Certificate (as per Annexure – II) may be sent along with the applications in a sealed envelope superscribing “Application for the post of Deputy Director”, so as to reach this office latest by 01-04-2026.

9. The application complete in all respects shall be sent to:

Deputy Director (Admn.)  
**National Council for Vocational Education and Training**  
4<sup>th</sup> Floor, Kaushal Bhawan, Chanakyapuri, New Delhi - 110023  
Email: [career.ncvet@gmail.com](mailto:career.ncvet@gmail.com)

The last date for receipt of application in this office is 01-04-2026.

  
(Dilip Kumar Yadav)  
Deputy Director (Admin)  
10/3/20

Annexure – I

FORMAT OF APPLICATION FOR THE POST OF DEPUTY DIRECTOR (ON DEPUTATION) IN NCVET

Recent Passport  
Size  
Photograph

1.	Name in Full (IN BLOCK LETTERS)				
2	Post applied for				
3	Date of Birth(DD/MM/YY)				
4	Date of Superannuation (DD/MM/YYYY)				
5	Service to which you belong				
6	Status of your present employer (Please specify whether Central Govt./State Govt./Autonomous Body/ Statutory Body / PSU / University / Judicial Institution / others)				
7	Initial date of appointment in Govt. service				
8	Office address with Telephone No. & Mobile No. & email id				
9	Residential Address with Telephone No & Mobile No.				
10	Present post held, along with Pay Level and present Basic Pay / Pay Scale / Pay Band and Grade Pay of the post held.				
11	Kindly mention the eligibility as per S.No. 1 and 2(a), (b), (c), (d), (e) & (f) under the heading "Essential"				
12	Educational Qualification (Matric onwards) Copies of Certificates/degree & marksheets be attached				
	Exam Passed	Name of University/ Institute / Board	Year of passing	Duration of Course	Subjects

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10/3/20

13	Please state clearly whether in the light of entries made below, you met the requisite Essential Education and other qualifications required for the post are satisfied (if any qualification has been treated as equivalent to the one prescribed in the rule, state the authority for the same)						
<b>Qualification / Experience required</b>							
<p><b>Essential:</b></p> <p>A) Service</p> <p>B) Experience ( whether 2 (a), (b), (c), (d) (e) &amp; (f) )</p> <p><b>Desirable</b></p> <p>A) Education</p> <p>B) Experience</p>							
14	Details of experience ( in chronological order ) if needed, enclose a separate sheet duly authenticated by your signature in the format given below:						
Sl.No.	Name of Office / Instt./ Organisations	Post Held (Designation)	Period of Service		Nature of Appointment (Regular/ Ad-hoc/Deputation)	Scale of Pay Level/ Pay Band/ Grade Pay	Nature of duties
			From	To			
15	Details of experience in chronological order, if any, in Social/ Development Sector; Policy & Planning, Implementation, Supervision & Monitoring in Social/ Development Sector of skilling / training / vocational education or understanding of the skill eco-system / Human Resource Development or Administration and Finance						

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10/3/28

16	Nature of present employment i.e Permanent / Ad hoc / Temporary	
17	In case the present employment is held on deputation, please state: a) The date of initial appointment b) Period of appointment with address c) Name of the parent office / Organization	
18	Details of training undergone	
19	Details of proficiency in computer	
20	Any other information, applicant wants to furnish	
21	Please state briefly how you find yourself best suitable for the post applied for	

**Note:** Applicants not holding the post in the new Pay Matrix Pay scales / Pay Band & Grade Pay pertaining to Central Government should indicate the equivalence of their pay scale vis-vis the Central Government's pay scales and also furnish supporting documents in this regard.

I have carefully gone through the vacancy circular / advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post. It is also certified that the information furnished above is correct and true to the best of my knowledge. In the event of my selection, I shall abide by the terms and conditions of services attached to the post.

Place

(Signature)

Date

Name \_\_\_\_\_

**List of enclosures:**

- 1.
- 2.
- 3.
- 4.

  
10/3/28

Annexure -II

(Certificate to be furnished by the Employer / Head of Office / Forwarding authority)

Certified that the information / details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in vacancy circular. If selected, he/she will be relieved immediately.

It is also certified :-

- (i) That there is no vigilance /disciplinary case or criminal case pending or contemplated against Shri / Smt. / Ms. \_\_\_\_\_
- (ii) That his/her integrity is certified
- (iii) That his/her ACR/APAR dossier in original is enclosed / photo copies of the ACRs/APAR for the last five years duly attested by an officer of the rank of Under Secretary to the Govt. of India or above, are enclosed.
- (iv) That no major / minor penalty has been imposed on him / her during last ten years or A list of major / minor penalties imposed on him / her during the last ten years is enclosed ( as the case may be)
- (v) That the cadre controlling authority has no objection to the consideration of applicant for the post mentioned in this advertisement.

Signature \_\_\_\_\_

Name and Designation \_\_\_\_\_

Tele No. \_\_\_\_\_

Place :

Date :

Official Seal

  
10/3/28

