



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, Uttar Pradesh - 201309

INDICATIVE VACANCY NOTIFICATION

National Institute of Open Schooling (NIOS) invites online applications for filling up following positions for its **ASHA Project** purely on contractual basis. The engagement will be initially for a period of **six months**, which can be extended further on mutual consent.

Sl. No.	Name of the Position	Consolidated Salary (per month)	No. of Position	Likely to be Engaged at
1.	State Consultant	₹35,000/-	Eight (08)	1 in each state#
2.	Project Assistant	₹16,000/-	Seven (07)	1 in each state\$
3.	Secretarial Assistant	₹15,000/-	One (01)	NIOS Hqrs. NOIDA

(#One each in state of Assam, Arunachal Pradesh, Gujarat, Jammu, Jharkhand, Karnataka, Maharashtra, and Rajasthan).

(\$One each in state of Assam, Gujarat, Jammu, Karnataka, Maharashtra, Rajasthan and NIOS HQ Noida).

Eligible and interested candidates may visit the official website of NIOS www.nios.ac.in for details regarding educational qualification, age, experience, emolument and terms & conditions for the above positions and submit the online application. Last date of submission of application through online mode is 21 days from the date of publishing the notification in the newspaper.

Secretary



राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान

National Institute of Open Schooling

आईएसओ 9001:2015 प्रमाणित/ISO 9001:2015 Certified

(स्कूल शिक्षा और साक्षरता विभाग, शिक्षा मंत्रालय, भारत सरकार के अंतर्गत एक स्वायत्त संस्था)

(An Autonomous Institution under Deptt. of School Education and Literacy, Ministry of Education, Govt. of India)

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

National Institute of Open Schooling (NIOS) invites online applications for filling up the following positions for its **ASHA Project** purely on contractual basis. The contract will be initially for a period of six months which can be extended further on mutual consent.

The details of position, emolument etc. are as under:

Sl. No.	Name of the Position	Consolidated Salary (per month)	No. of Position	Likely to be Engaged at
1.	State Consultant	₹35,000/-	Eight (08)	1 in each state #
2.	Project Assistant	₹16,000/-	Seven (07)	1 in each state \$
3.	Secretarial Assistant	₹15,000/-	One (01)	NIOS Hqrs. NOIDA

(# One each in state of Assam, Arunachal Pradesh, Gujarat, Jammu, Karnataka, Maharashtra, and Rajasthan).

(\$ One each in state of Assam, Gujarat, Jammu, Karnataka, Maharashtra, Rajasthan and NIOS HQ Noida).

1. State Consultant

Roles & Responsibilities :

1. Work in coordination with State ASHA Resource Center/State Health Systems Resource Centre for ASHA Certification.
2. Responsible for ASHA Certification processes at district level.
3. Registration of AVIs.
4. Issue of ID cards for ASHAs.
5. Conduct of practical & final exams at AVIs.
6. Monitor quality of assessments at AVIs.

Essential Qualification & Experience :

1. Post Graduate in Social Work/Health Sciences/Public Health/MBA(HR).
2. Minimum 3 years experience in Training coordination at State/District level.
3. Preference will be given to candidates having experience in health sector/training in health related subject.

Age: Below 62 years.

2. Project Assistant

Roles & Responsibilities :

1. To maintain the data in the designed software.
2. Assist the seniors in the project management.
3. Any other work allotted from time to time.

Essential Qualification & Experience :

1. Graduate with diploma in Computer Application.
2. Knowledge of the operation of the Computer.
3. Experience of data entry operations atleast for 3 years.

Age: Below 35 Years

3. Secretarial Assistant

Roles & Responsibilities :

1. To assist the staff in the project in filing, management of filing system, typing assistance, receiving phone calls, coordination of the meeting work, workshops etc.

Essential Qualification & Experience :

1. 12th pass with experience of working in the office.
2. Knowledge of Secretarial practices.

Age: Below 35 Years

Other Terms and Conditions:

1. The position is purely on contractual basis and can be extended. The candidate engaged will have to execute an agreement with NIOS.
2. The candidate engaged to this position shall not be part of the regular cadre nor would any special preferential 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 NIOS reserves the right to fill or not to fill any position without assigning any reason.

How to apply:

1. Candidates to visit www.nios.ac.in and follow the instructions given on the website.
2. **Last date for submitting application through online mode is 21 days from the date of issue of this notification.**
3. The candidates are required to pay an application fee of ₹250/- (+ ₹50/- online transaction fee) through the prescribed link at online application. No fee is required to be paid by candidates belonging to PwD category. Once the fee is deposited, the same shall not be refunded under any circumstances.
4. The online application can be filled up using NIOS website before the last date of submission, after which the link will be disabled. The candidates are strictly advised to apply online well in time, without waiting for the last date of submission of online application. **No offline application form will be accepted by NIOS.**
5. Candidates need to fill the form online carefully and upload his/her photograph, signature and other self attested certificates of educational qualifications and work experience, etc. Incomplete application or applications without the supporting documents will be summarily rejected and no communication will be made/entertained in this regard.
6. Upon successful filling up of form and uploading the documents, candidates should note the reference number displayed on the screen for future reference.
7. The applications would be screened and shortlisted candidates will be called for the interview.
8. The candidates shortlisted for interview will be informed through **email only**. No other communication will be sent to the candidate.
9. For any query, please contact recruitmentcell@nios.ac.in
10. The selected candidates may be required to join immediately.
11. Candidates are advised to visit NIOS website regularly for notices/information. Corrigendum/Extension/Updates, etc., if any, shall be published in NIOS website only.

Secretary