



NATIONAL INSTITUTE OF OPEN SCHOOLING
3rd Floor, PUE Bhawan, 18th cross, Malleshwaram,
Bengaluru-500 012. Telephone: 080-23464223 Fax-23464222



WALK IN INTERVIEW
INDICATIVE VACANCY NOTIFICATION

National Institute Of Open Schooling, (NIOS) invites application for the post of State Consultant and Project Assistant cum Data Entry operator at Regional Centre- Bengaluru, for its project on Certification of Asha workers, supported by Ministry of Health and Family Welfare, Government of India on contractual basis. The Contract will be initially for a period of one year with provision of extension on yearly basis, based on the performance appraisal.

SI No.	Name of the Position	Emoluments(Consolidated) Monthly	No. of Post
1	State Consultant	Rs. 35,000/-	1
2	Project Assistant cum Data Entry operator	Rs. 16,000/-	1

For detailed information regarding roles and responsibilities, educational, qualifications, remuneration etc. and the prescribed application form please visit NIOS website: www.niosrcben.org.

All eligible candidates shall attend interview at their own cost.

1. For the post of State Consultant & Project Assistant cum D.E.O. interview will be held on 27.05.2017 from 11.00 AM onwards.
2. Registration for the said posts start from 09.00 AM to 11.00 AM on 27.05.2017, followed by interview.
3. The venue for the interview will be at O/o the State Institute of Health & Family welfare, Govt. of Karnataka, Magadi Road, Bangalore-560 023.

Regional Director



राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान NATIONAL INSTITUTE OF OPEN SCHOOLING

आईएसओ 9001 : 2008 प्रमाणित / ISO 9001 : 2008 Certified
(REGIONAL CENTRE BENGALURU)

Office of Director (Vocational Education), 3rd Floor, Pue Bhawan, 18th Cross Sampig
Road, Malleswaram, Bengaluru

Contact No. 080-23464223 Fax: 080-23464222

NIOS will conduct Test/Interview on 27.05.2017 to fill up the post of State Consultant and Project Assistant cum Data Entry Operator, for its project on Certification of ASHA workers supported by Ministry of Health and Family Welfare, Government of India in the state of Karnataka on contractual basis initially for a period of one year at Regional Centre, Bengaluru, details of positions are as follows:-

S.No.	Name of the Position	Emoluments (Consolidated)	No. of Post (s) at Regional Centres
1	State Consultant	Rs. 35,000/- per month	1 (one)
2	Project Assistant cum Data Entry Operator	Rs. 16,000/- per month	1 (one)

1. STATE CONSULTANT

QUALIFICATION

Essential

1. Post Graduate Degree in any discipline.
2. Minimum 3 years experience in Training coordination at State/District level.

Desirable

1. Post Graduate Degree in Social Work/Health Science/Public Health.
2. Preference will be given to candidates having experience in health sector/training in health related subject.

Role & Responsibilities

1. Work in coordination with State ASHA Resource Center/ State Health System Resource Center for Asha Certification.
2. Responsible for ASHA Certification processes at district level.
3. Registration of AVIs.
4. Conduct of practical & final exams at AVIs.
5. Monitor quality of assessments at AVIs.
6. Any other work assigned by NIOS.

Age: 25-65 years.

2. PROJECT ASSISTANT CUM DATA ENTRY OPERATOR

Educational Qualification

Bachelor Degree in Computer Science or Computer Application

(or)

Any Graduate with Diploma in Computer Application from Recognised Institute.

Desirable

Experience of Data Entry Operations for 3 years.

Role & 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.

Age:- 18 to 40 years.

Other terms and conditions:-

1. The contract will be initially for a period of one year. Renewal thereafter would be subject to satisfactory annual performance appraisal by NIOS.
2. This position involves extensive and frequent travel within the country.
3. The position is purely on contract basis and should not be treated as regular cadre of NIOS.
4. In addition to the above given roles and responsibilities, candidate will have to undertake additional work, as and when assigned by Regional Director, NIOS.
5. The candidate engaged will have to execute an agreement with NIOS, renewable on the basis of satisfactory performance.
6. The candidate engaged to these positions shall not be part of the regular cadres nor would any special preferential treatment be given to such contractual staff in the matter of recruitment to regular posts.
7. 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.

Note:

1. Candidates should come for the interview with a copy of bio data, original certificates and testimonials.
2. The selected candidates may be required to join immediately.
3. No TA/DA will be paid for attending the interview.



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)

Sr. No.	Name of Organisation	Position Held	Total Period		Nature of Duties
			From	To	
1.					
2.					

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)