राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान
National Institute of Open Schooling
(शिक्षा मंत्रालय, भारत सरकार के अंतर्गत एक स्वायत्त संस्था)
(An Autonomous Institution under Ministry of Education, Govt. of India)
ए–24-25, इंस्टीट्यूशनल एरिया, सेक्टर 62, नोएडा, उत्तर प्रदेश - 201309
A–24-25, Institutional Area, Sector 62, NOIDA, Uttar Pradesh - 201309

LARGEST OPEN SCHOOLING SYSTEM IN THE WORLD, SERVING THROUGH MORE THAN 10000 STUDY CENTRES ACROSS THE COUNTRY

INDICATIVE VACANCY NOTIFICATION

The National Institute of Open Schooling (NIOS) is an autonomous institution under the Department of School Education and Literacy, Ministry of Education, Government of India. The Institute is committed to provide quality education through open and distance learning mode upto pre-degree level. NIOS invites online applications from eligible candidates for the following Group 'A' posts:

Name of the Post	Level in the Pay Matrix	No. of Post	Mode of Recruitment	Reservation Category
Joint Director (Capacity Building Cell)	Level-13 of 7th CPC (Rs.123100-215900)	One (01)	Direct	UR
Joint Director (Media)	Level-13 of 7th CPC (Rs.123100-215900)	One (01)	Direct	UR

The applications are to be submitted online at www.nios.ac.in. No offline applications will be entertained. For other details and submission of online applications, please visit official website of NIOS www.nios.ac.in.

Last date for submission of applications form online on designated NIOS portal is **30 days** from the date of publication of this advertisement in Employment News.

NIOS/RC/05/2026 **Secretary**

राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान
National Institute of Open Schooling
(स्कूल शिक्षा और साक्षरता विभाग, शिक्षा मंत्रालय, भारत सरकार के अंतर्गत एक स्वायत्त संस्था)
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National Institute of Open Schooling invites online applications from eligible candidates for the following Group 'A' posts on Direct Recruitment:

Sl. No.	Name of the Post	Level in the Pay Matrix	No. of Post	Mode of Recruitment	Reservation Category
1.	Joint Director (Capacity Building Cell)	Level-13 (₹123100-215900)	One (01)	Direct	UR
2.	Joint Director (Media)	Level-13 (₹123100-215900)	One (01)	Direct	UR

1. Joint Director (Capacity Building Cell) – Direct Recruitment

Educational and other qualifications/experience:

Essential

1. Second Class Master's Degree in any Subject from a recognized university.
2. Officers holding analogous post with Rs.8700/- GP or five years experience in the scale of Level-12 of the Pay Matrix (78800-209200 revised under 7th CPC) (pre revised 15600-39,100 with G.P 7,600 PB-3 as per 6th CPC), (Pre to Pre-revised 12000-375-16500) in Central/State Govt. or Central/State Govt. Autonomous organization/University/Board dealing with Academic Administration, Planning, Preparation and Production of Self Learning Material/Text books in distance education and/or related areas.
3. Experience of organizing training programmes Workshops/Seminars /Conferences in educational organizations.
4. Working knowledge of Hindi and English.

Desirable

1. Working knowledge of Computer Operations.
2. Experience of serving in Open Learning/Distance Education Institution.
3. Post Graduate Degree/Diploma in Education/ Distance Education.

Age: 50 Years (Relaxation as per Govt. of India Rules)

2. Joint Director (Media) – Direct Recruitment

Educational and other qualifications/experience:

Essential

1. Master's Degree preferably in Mass Communication.
2. A Post Graduate Degree/Diploma from a recognized University/ Institute in production of Radio Programmes/Films.
3. Five years experience in the scale of Level-12 of the Pay Matrix (78800-209200 revised under 7th CPC) (pre revised 15600-39,100 with G.P 7,600 PB-3 as per 6th

CPC), (Pre to Pre-revised 12000-375-16500) or 10 years experience in the scale of Level-11 of the Pay Matrix (67700-208700 revised under 7th CPC) (pre revised 15,600-39,100 with G.P 6,600 PB-3 as per 6th CPC) or (Pre to Pre-revised 10,000-325-15,200) or equivalent in planning and executing Media Production.

Desirable

1. Experience in Open Learning/Distance Education.

Age: Below 47 years

General Conditions

1. Applications should be submitted through online mode only at www.nios.ac.in. or www.recruitment.nios.ac.in. No other mode of application whatsoever shall be accepted.
2. **Candidates are requested to take print out of the application which has been successfully submitted online and send it to the Deputy Director (Admn.), Recruitment Section, National Institute of Open Schooling, A–24-25, Institutional Area, Sector-62, NOIDA, Uttar Pradesh-201309 (along with all documents which have been uploaded on the Recruitment Portal) by Speed Post within seven days of submission of application. Candidature of those candidates will be considered who submit hard copy of the application within prescribed time. Envelope containing application should be super scribed with Application for the post of _____.**
3. Last date for submission of application online is **30 days** from the date of publication of the advertisement in **Employment News**.
4. Before submitting the online application, the applicants are requested to carefully go through the full-text of the advertisement and the procedure to apply.
5. The Candidates are required to have a valid personal email ID. It should be kept active during the currency of this recruitment. In case, a candidate does not have a valid personal email ID, he/she should create his/her new email ID before applying Online.
6. The candidates shall have to pay application fee online through the prescribed link at online application as per details given below:

   (a) UR & OBC Category – ₹1500/-

   (b) EWS, SC & ST Category – ₹750/-

   NOTE: ₹70/- will be charged as online processing fee (other than Application Fee) for each online transaction. However, **PwD categories with a minimum of 40% disability are exempted from payment** for which disability certificate issued by the concerned Authority shall be required to be uploaded along with the other documents. Fee once paid will not be refunded under any circumstances. Application without the prescribed fee will not be entertained and summarily rejected. No representation against such rejection would be entertained.
7. The Cut-Off date for determining various eligibility criteria (Educational Qualifications, age limit, etc.) will be the closing date for submission of online application by candidates. Before applying, applicants must satisfy about their eligibility as on the closing date of application.
8. Candidates in their own interest are advised to register on-line and submit their application well in time before the last date as mentioned for the post, to avoid the possibility of disconnection/inability/failure to log on NIOS website on account of heavy load on internet/website jam. NIOS will not be responsible for the candidates not being able to submit their application within the last date on account of the aforesaid reasons or for any other reasons beyond its control.
9. The name of the candidate and his/her father/mother/husband etc. should be spelt correctly in the application form as it appears in the certificates/mark sheets. Any change/alteration found may disqualify the candidature.

10. Qualifications acquired by the candidates should be strictly in accordance with the notified/prescribed qualifications. Any candidate seeking claim of equivalence of the qualifications with that of the notified/prescribed one should furnish documentary evidence in support of his/her claim at the time of document verification/interview, otherwise such cases will be summarily rejected. Similarly, where grades have been given, the position of the mark-sheets showing equivalent percentage of marks should be produced at the time of document verification/interview/selection.
11. Candidates who have not acquired/will not acquire the educational qualification as on the closing date will not be eligible and need not apply.
12. In case the applicant is presently working in State Govt./PSU/Autonomous Organization/Universities, etc. where the pay scales are not identical to the pay scales of Central Government, the candidate will have to submit Gazette Notification/ Government order(s) wherein such pay scales of State Govt./PSU/Autonomous Organization/Universities, etc have been equated to corresponding pay scale/level as per the 7th Central Pay Commission in Central Government. In this connection, the onus of providing such equivalence of pay scales shall be on the applicant and in such cases, the decision of the NIOS shall be final & binding.
13. The entire application procedure is made online. Copies of certificates in support of educational qualifications, date of birth, experience, no objection certificates (from present employer, if working), scanned signatures, passport size photograph, etc, should be uploaded during the online application process. Application submitted without the scanned copies of the relevant certificates, signature and passport size photograph will be rejected in the screening process itself. The certificate uploaded should be clearly visible and readable.
14. Any discrepancies found in the certificate or uploading of a wrong certificate will attract the disqualification of applications. Experience Certificate should clearly show the date of joining. Date of resignation and pay scale, etc. In case the Screening Committee is unable to get the documentary evidence for the number of years of experience claimed by the candidate, **such period of experience will be considered as NIL**.
15. No modifications are allowed once the online application form is submitted. If any discrepancies are found in the data/information filled by the candidate in online application and the original testimonials, his/her candidature shall be liable to be rejected.
16. The applicants are advised to fill in all their particulars carefully in the online application. Incomplete applications in any respect are liable to be rejected summarily. No representation against such rejection will be entertained.
17. Submit online application well in advance along-with legible and scanned copies of certificates and other mandatory requirements as mentioned above in the application procedure. If the certificates are in a language other than English or Hindi then attested translation should be uploaded.
18. Age relaxation is admissible as per Government of India rules subject to the condition that maximum age of the applicant on the crucial date shall not exceed 56 years after age relaxation.
19. Age limit will not be applicable for NIOS employees.
20. The OBC candidates who belong to 'Creamy Layer' are not entitled for concession admissible to OBC Category. Only those OBC Categories which are applicable for appointment under Central Government will be considered. A candidate who claims to belong to OBC (NCL) category should submit in support of his/her claim, a copy of a certificate from the appropriate issuing authority as provided under rules.
21. The prescribed essential qualifications are minimum requirements and the mere possession of the same does not entitle candidates to be called for interview. If the number of applications received in response to advertisement are large, it will not be convenient or possible to call all candidates for interview. Hence, NIOS may

restrict the number of candidates to be called for interview before the Selection Committee to the reasonable limit through short listing process shall be based on well-defined criteria as per the specific requirement of the Institution.

22. Candidates will be shortlisted for interview based on information provided by him/her. It will be the sole responsibility of the candidate to prove his/her eligibility with respect to qualification criteria advertised by NIOS.
23. The candidates presently working in Central Govt./State Govt./Autonomous Bodies/Universities, etc. are required to provide No Objection/Cadre Clearance from current employer at the time of interview. The current employer will also certify their Vigilance Clearance and Integrity.
24. NIOS reserves the right to constitute a Screening Committee to fix a criteria even at higher level for short listing the applications taking into account the number of posts and the number of applications received keeping in view the qualifications and experience prescribed.
25. NIOS reserves the right to fill up the posts, not to fill up the posts or cancel the advertisement in whole or part without assigning any reason. NIOS also reserves the right to place a reasonable limit on the total number of candidates to be called for interview. The decision of NIOS in this regard will be final.
26. In case of difficulty in the submission of online application form (not for other queries), please email to recruitmentcell@nios.ac.in
27. Applicants are advised to retain the acknowledgement and print out of the submitted online application for future reference.
28. The NIOS may take up the verification of eligibility of the candidate at any point of time prior to or after the completion of the selection process. Even if call letter is issued to a candidate due to lack of information in the application form or otherwise and if it is found at any stage (including the date of joining & thereafter) that the candidate is not eligible, then his/her candidature shall be summarily rejected.
29. All correspondences with respect to this recruitment process shall be done through e-mail. Candidates are, therefore, advised to check their mail regularly for any information regarding interview. NIOS reserves the right to communicate with the applicant by e-mail and not by post.
30. No correspondence or personal enquiries whatsoever will be entertained from candidates regarding result of interview and reasons for not being called for interview.
31. The NIOS will not be responsible for any loss of e-mail sent, due to invalid/wrong e-mail ID provided by the candidate or due to any other reason. Candidates e-mail ID and mobile number should be kept valid till the completion of recruitment process.
32. NIOS reserves the right to amend/change/delete/cancel any of the conditions/ guidelines at any stage of the process.
33. Important information regarding this recruitment will be available on NIOS website and as such, candidates are advised to visit the same frequently.
34. Any modifications/amendments/instructions in the advertisement will be given on NIOS website only. Candidates are advised to visit the website (www.nios.ac.in) regularly for updated information from time to time.
35. Selected candidates are liable to be posted anywhere in India.
36. Canvassing in any manner and bringing outside influence shall make the candidates liable for rejection.
37. All disputes relating to this recruitment shall be dealt with in the jurisdiction of NCT of Delhi Court.

Secretary