



राष्ट्रीय परीक्षा बोर्ड

स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार
एनएएमएस बिल्डिंग, मेडिकल एनक्लेव, अंसारी नगर,
नई दिल्ली-110029

रिक्ति सूचना – एनबीई/नियुक्ति/डेप्यु./4-2018

राष्ट्रीय परीक्षा बोर्ड, स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार का एक स्वायत्त निकाय है, जोकि आधुनिक चिकित्सा एवं संबद्ध विशेषज्ञताओं के क्षेत्र में उच्च मानकों के स्नातकोत्तर परीक्षाओं का राष्ट्र स्तर पर संचालन करता है। एनबीई प्रतिनियुक्ति (Deputation) आधार पर निम्नलिखित पदों पर नियुक्ति हेतु योग्य उम्मीदवारों से आवेदन आमन्त्रित करता है:

क्र. सं.	पद का नाम	रिक्ति पदों की सं.*	नया वेतन मान/संशोधन-पूर्व वेतन मान
चिकित्सा पद :			
क)	अपर निदेशक (चिकित्सा)	02	स्तर 13 + एनपीए (रु.123100-215900) / [पीबी 4 + जीपी रु. 8700]
ख)	संयुक्त निदेशक (चिकित्सा)	02	स्तर 12 + एनपीए (रु. 78800-209200) / [पीबी 4 + जीपी रु. 7600]
ग)	उपनिदेशक (चिकित्सा)	02	स्तर 11 + एनपीए (रु. 67700-167800) / [पीबी 2 + जीपी रु. 6600]
गैर-चिकित्सा पद :			
घ)	अपर निदेशक (गैर-चिकित्सा)	01	स्तर 13 + (रु. 123100-215900) / [पीबी 4 + जीपी रु. 8700]
ड)	सहायक निदेशक (वित्त)	01	स्तर 10 + (रु. 56100-177500) / [पीबी 3 + जीपी रु. 5400]
च)	अनुभाग अधिकारी	04	स्तर 7 + (रु. 44900-142400) / [पीबी 2 + जीपी रु. 4600]
छ)	अनुभाग अधिकारी (हिन्दी)	01	स्तर 7 + (रु. 44900-142400) / [पीबी 2 + जीपी रु. 4600]

*रिक्ति पदों की संख्या बिना पूर्व सूचना बदल सकती है।

आवश्यक योग्यता, अनुभव एवं आवेदन पत्र www.natboard.edu.in/vacancy.php पर उपलब्ध हैं।

विधिवत् भरे आवेदन पत्र के साथ आवश्यक प्रमाण पत्रों की प्रतियाँ, सतर्कता विभाग के अनापत्ति प्रमाण एवं विगत 5 वर्षों के एपीएआर सहित 24 दिसंबर, 2018 या उससे पहले पहुँच जाना अनिवार्य है।

9 नवंबर, 2018

उप निदेशक (प्रशा.)



National Board of Examinations

Autonomous body of the M/o, Health & Family Welfare, Govt. of India
NAMS Building, Medical Enclave, Ansari Nagar,
New Delhi – 110029

VACANCY NOTICE – NBE/Rectt./Dep/4-2018

The National Board of Examinations is an Autonomous body of the Ministry of Health & Family Welfare, Government of India, that conducts Post Graduate Examinations of high standards in the field of Modern Medicine and allied specialties at National level. The NBE invites applications from eligible candidates for filling up the following posts on Deputation basis:

Sl No.	Name of the post	No. of vacancies*	New Pay Scale / Pre-revised scale
Medical Posts:			
a)	Additional Director (Medical)	02	Level 13 + NPA (Rs. 123100-215900) / [PB 4 + GP Rs. 8700]
b)	Joint Director (Medical)	02	Level 12 + NPA (Rs. 78800-209200) / [PB 3 + GP Rs. 7600]
c)	Deputy Director (Medical)	02	Level 11 + NPA (Rs. 67700 -167800) / [PB 2 + GP Rs. 6600]
Non-Medical Posts:			
d)	Additional Director (Non-Medical)	01	Level 13 (Rs. 123100-215900) / [PB 4 + GP Rs. 8700]
e)	Assistant Director (Finance)	01	Level 10 (Rs. 56100 -177500) / [PB 3 + GP Rs. 5400]
f)	Section Officer	04	Level 7 (Rs. 44900 -142400) / [PB 2 + GP Rs. 4600]
g)	Section Officer (Hindi)	01	Level 7 (Rs. 44900 -142400) / [PB 2 + GP Rs. 4600]

*No. of vacancies are liable to change without notice.

Details of requisite qualification, experience and application form are available at www.natboard.edu.in/vacancy.php

Duly filled application along with copies of testimonials, Vigilance Clearance & APARs for the last 5 years should reach on or before 24th December, 2018.

9th November, 2018

Sd/-
Deputy Director (Admin.)

DETAILED VACANCY NOTICE

The National Board of Examinations is an Autonomous body of the Ministry of Health & Family Welfare, Government of India, that conducts Post Graduate Examinations of high standards in the field of Modern Medicine and allied specialties at National level. The NBE invites applications from eligible candidates for the following posts on deputation / transfer basis for a period of 3 years:

Sl. No.	Name of the post	No. of vacancies*	New Pay Scale / Pre-revised scale
Medical Posts:			
a)	Additional Director (Medical)	02	Level 13+NPA (Rs. 123100-215900)/ [PB 4 + GP Rs. 8700]
b)	Joint Director (Medical)	02	Level 12+NPA (Rs. 78800-209200)/ [PB 3 + GP Rs. 7600]
c)	Deputy Director (Medical)	02	Level 11+NPA (Rs. 67700 -167800)/ [PB 2 + GP Rs. 6600]
Non-Medical Posts:			
d)	Additional Director (Non-Medical)	01	Level 13 (Rs. 123100-215900)/ [PB 4 + GP Rs. 8700]
e)	Assistant Director (Finance)	01	Level 10 (Rs. 56100 -177500)/ [PB 3 + GP Rs. 5400]
f)	Section Officer	04	Level 7 (Rs. 44900 -142400)/[PB 2 + GP Rs. 4600]
g)	Section Officer (Hindi)	01	Level 7 (Rs. 44900 -142400)/ [PB 2 + GP Rs. 4600]

*No. of vacancies are liable to change without notice.

Educational Qualifications and Experience**a) Additional Director (Medical):**

Essential:	<ul style="list-style-type: none"> A recognized medical qualification included in the First or Second schedule or part II of Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956. Holders of educational qualifications included in Part II of the Third Schedule should also fulfill the conditions stipulated in sub-section (3) of Section 13 of IMC Act, 1956. Recognized Post Graduate Degree qualifications mentioned in the IMC, 1956 Act, or its equivalent;
Experience:	At least 13 years standing in the profession out of which 7 years Teaching experience at PG level in a Faculty position after Post Graduation.
Desirable:	<ul style="list-style-type: none"> Training in Medical Education Technology with at least five publications in the field of Medical Education. Experience as a Project Director / Co-Director on a project in the field of Medical Education. Wide knowledge in the modern evaluation techniques including generation of MCQs, MEQs, analysis of performance of the candidates etc.

Contd...

b) Joint Director (Medical):

Essential:	<ul style="list-style-type: none"> • A recognized medical qualification included in the First or Second schedule or part II of Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956. Holders of educational qualifications included in Part II of the Third Schedule should also fulfill the conditions stipulated in sub-section (3) of Section 13 of IMC Act, 1956. • Recognized Post Graduate Degree qualifications mentioned in the IMC, 1956 Act, or its equivalent;
Experience:	At least 8 years standing in the profession out of which 3 years Teaching experience at PG level in a Faculty position after Post Graduation.
Desirable:	<ul style="list-style-type: none"> • Training in Medical Education Technology with at least five publications in the field of Medical Education. • Experience as a Project Director / Co-Director on a project in the field of Medical Education. Wide knowledge in the modern evaluation techniques including generation of MCQs, MEQs, analysis of performance of the candidates etc.

c) Deputy Director (Medical):

Essential:	<ul style="list-style-type: none"> • A recognized medical qualification included in the First or Second schedule or part II of Third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956. Holders of educational qualifications included in Part II of the Third Schedule should also fulfill the conditions stipulated in sub-section (3) of Section 13 of IMC Act, 1956. • Recognized Post Graduate Degree qualifications mentioned in the IMC, 1956 Act, or its equivalent;
Experience:	At least 3years' experience after Post Graduation as Tutor/Demonstrator/Lecturer/Registrar/Research Officer in recognized Medical Institution.
Desirable:	Some Training in Medical Education Technology and /or knowledge in the modern evaluation techniques including generation of MCQs, MEQs analysis of performance of the candidates etc.,

d) Additional Director (Non-Medical):

Essential:	Post-Graduation/Professional degree.
Experience:	15 years of administrative experience out of which eight years should be in the Pay Level 12 or Five years in Pay Level 13.
Desirable:	Experience of University Administration, familiarity with the working of University bodies and Institutions.

e) Assistant Director (Finance):

Essential:	<ul style="list-style-type: none"> • A Bachelor's degree with Maths or Statistics or a Degree in Commerce from a recognized University. • SAS qualified or equivalent.
Experience:	SAS or equivalent qualified Junior Accounts Officer with minimum 3 years' experience in Pay Level 8 and preferably having knowledge of computerized accounting.

f) Section Officer:

Essential:	<ul style="list-style-type: none"> • A Bachelor's degree from a recognized University. • Knowledge of Service / Financial Rules of Govt. of India.
Experience:	A minimum of 8 years of experience out of which at least 5 years should be in a supervisory capacity in dealing with Correspondence, Accounts, Stores, Maintenance of Records, etc.
Desirable:	Knowledge of working of University bodies including conduct of Examination, Planning and arranging of meetings, etc.,

g) Section Officer (Hindi):

Essential:	Graduation with Diploma in Hindi Translation
Experience:	Experience in implementing official language policy of 5 years.

Note:

1. The allowances/perks paid to NBE employees are LTC, HRA, NPA and TA.
2. Medical facilities for self and dependent as per NBE guidelines.
3. Enrolment for contributory pension scheme.
4. Accommodation is not provided by the NBE.
5. NBE reserves its absolute rights to alter/delete/modify or amends any or all of the above criteria.
6. The decision of NBE shall be final and binding in all respects.
7. NBE shall not be liable for postal/transit delay.
8. Applicants working in Government / autonomous and Semi-government institutions should have their application routed through their employers. However, advance copy of applications shall be accepted.
9. APARs for the last 5 years duly attested should also be submitted along with the application.
10. Relaxation, only in experience, may be considered in deserving cases.
11. The application containing name, date of birth, age, educational qualifications, work experience, present post held scale of pay and basic pay drawn etc. along with attested copies of testimonials and APARs for the last 5 years should reach to the Deputy Director (Admn.), National Board of Examinations, Medical Enclave, Mahatma Gandhi Marg (Ring-Road), Ansari Nagar, New Delhi 110029.
12. The envelope containing the application form should be super-scribed as "Application for the post of (name of post)".
13. No Interim correspondence will be entertained.
14. Last date of receipt of applications is **24th December, 2018.**

Sd/-
DEPUTY DIRECTOR (Admin.)

ANNEXURE – II**FORMAT OF APPLICATION****for the post of**

Passport size
photograph to
be pasted

1.	Name in Full (IN BLOCK LETTERS)					
2.	Post Applied For (Separate applications to be sent for different posts)					
3.	Date of Birth (DD/MM/YYYY)					
4.	Date of superannuation (DD/MM/YYYY)					
5.	Service to which you belong to					
6.	Office address with Telephone No.					
7.	Residential Address with Telephone No.					
8.	Present post held, along with present Basic Pay with New Pay Matrix Level/Pay Scale/Pay Band and Grade Pay of the post held, as the case may be					
9.	Educational Qualification (Matriculation onwards):					
	Exam Passed	Name of University/Institute/Board	Year of Passing	Duration of Course	Subjects	Percentage of Marks

Contd.....

10.	Please state clearly whether in the light of entries made below, you meet the requisite Essential Educational and other qualifications required for the post (if any qualification has been treated as equivalent to the one prescribed in the rule, state the authority for the same)						
Qualification/Experience required				Qualification/Experience possessed by			
Essential:				Essential:			
A) Qualification				A) Qualification			
B) Experience				B) Experience			
Desirable				Desirable			
A) Qualification				A) Qualification			
B) Experience				B) Experience			
11.	Details of employment in a Govt. organization (in chronological order). (If required, enclose a separate sheet duly authenticated by your signature in the format given below):						
	Name of Govt. office/ Institution/ Organizations	Post Held (Designation)	Period of service		Nature of Appointment (Regular/ Ad-hoc/ Deputation)	Scale of Pay/Level #	Nature of Duties
			From	To			
12.	Details of Post Graduate Teaching experience in a Medical College or its equivalent, in chronological order & specify number of years of such experience (for Medical post only):						

#Applicants not holding the post in the pay Band / Grade Pay of the Govt. of India, should indicate the equivalence of the pay scale viz-a-viz Central Government's pay scales.

Contd...

13.	Nature of present employment i.e. Permanent / Ad-hoc/ Temporary	
14.	In case the present employment is held on deputation, please state: The date of initial appointment. Duration of appointment Name of the employerwith full address	
15.	Details of trainings undergone:	
16.	Details of proficiency in computer:	
17.	Any other information, applicant wants to furnish:	
18.	Please state briefly how you find yourself best suited for the post applied for:	

DECLARATION

I, _____ hereby declare that all statements made in this application form are true, complete and correct to the best of my knowledge, and no material facts have been suppressed. I understand that, in the event of any information being found false or incorrect at any stage, or not satisfying the eligibility criteria according to the advertisement, my selection / appointmentto the post is liable to be cancelled / terminated.

Place: Name of Applicant:

Date :

Signature:

(Certificate to be furnished by the Employer/Head of Office/Forwarding Authority on Letter Head)

- ✓ Certified that the information/details provided in the above application by the applicant Dr./Mr./Ms. _____ 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 the applicant Dr./Mr./Ms. _____.
- (ii) That his / her Integrity is certified.
- iii) That photocopies of his /her ACRs/ APARs for the last five years duly attested by the competent authority, are enclosed.
- (iv) That no major / minor penalty has been imposed on him / her during the last ten years.
- (v) That the employer has No Objection to the consideration of the application for the post mentioned in this advertisement.

Place:

Date:

Name of the
forwarding Officer:
Designation :
Tel. No. :
Office Seal

(Signature)

List of enclosures (duly attested):

- 1.
- 2.
- 3.
- 4.
- 5.