

NATIONAL ORGANISATION OF EDUCATION

National Tower-1,1st floor, new bus stand road, near railway fatak, Rohtak Haryana-124001

Website: - noe.org.in, Email:-info@noe.org.in

Advt. No. HR/01/2013

Closing Date: 31.01.2013 at 05.00 PM

Cat. No	Name of Post	No. of Posts	Salary	Post Qualification
01	Project Head	25	Rs.18,700/-per month	Post Graduate from recognized university & its equivalent with Computer Knowledge OR Graduate from recognized university & its equivalent with Computer Knowledge & One year experience.
02	Project Fellow	100	Rs.15,300/-per month	Graduate from recognized university & its equivalent OR 12 th from the recognized board & one year experience
03	Technical Associate	75	Rs.14,100/-per month	Polytechnic Diploma in any stream from S.B.T.E board
04	Technical Helper	75	Rs.13,800/-per month	ITI in any trade
05	DEO (Data Entry Operator)	50	Rs.13,200/-per month	12 th from the recognized board with Computer Knowledge
06	Pantry Staff	25	Rs.10,200/-per month	10 th from the recognized board

Total Post: 350 **Posting: - Only in Haryana (Anywhere)**

Age: - 18 to 40 Years

The Application form and Instructions can be downloaded from the Organisation's website www.noe.org.in & the candidates will attach all the documents & application fee with the downloaded application form.

The applications complete in all respect should reach the **National Organisation of Education, National Tower-1,1st floor, new bus stand road, near railway fatak, Rohtak Haryana -124001** on or before **31.01.13 up to 05:00PM.**

The applications received after the last date shall be reject summarily. All the above posts are on contractual Basis (Two Years) but likely to continue. Organisation reserves the right to increase or decrease any post(s).

For more detail please visit our website www.noe.org.in

Information For Candidates

1. Self-attested copies of educational qualifications, experience, age certificate etc. should be attached with the application. Original certificates are required to be produced at the time of interview.
2. Candidates are advised to carefully read the full advertisement for details of educational qualification and other eligibility criteria before send of application.
3. Candidates are required to attach (application fee) a Demand Draft of:
General and OBC candidates: Rs. 500/- (Rs. Five hundred only)
SC/ST candidates: Rs. 400/- (Rs. Four hundred only)
With the Application form as application fee (non-refundable) in favour of **NATIONAL ORGANISATION OF EDUCATION** payable at **DELHI**. Candidate must write their name and address at the reverse of the demand draft.
4. The refund of cost of application form will not be allowed in any case
5. The applications complete in all respect should reach the **National Organisation of Education, National Tower-1,1st floor, new bus stand road, near railway fatak, Rohtak Haryana-124001** on or before **31.01.13** up to **05:00PM**.
6. Application received in the organisation after the closing date and time will not be considered.
7. Incomplete application form i.e. without proof of age and the minimum required qualifications, experience and application fee will be straight way rejected without entering into any correspondence.
8. The eligibility of candidates with regards to qualifications only to be determined on closing date.
9. All the posts are on contractual basis (Two years) but likely to continue.
10. Organisation reserves the right to fill up or not to fill up any post(s).
11. **Candidates can apply for more than one post will have to submit separate application for each post.**
12. The organisation takes no responsibility for any delay in receipt or loss in postal transit of any communication.
13. Application can be sent only by registered post & speed post.
14. Application submitted on any other format will not be accepted.
15. Application that are not in conformity with the requirements indicated in this advertisement/ in complete application/ those received after the last date will not be entertained.
16. The organisation reserves the right to reject any application without assigning any reason whatever.
17. Canvassing in any form or bringing of any influence, political or otherwise, will be treated as a disqualification.
18. Appointments are initially on a temporary/ contract basis. The recruitment process can be postponed/suspended/ terminated without any prior notice assigning any reason at any stage.
19. Organisation will not be responsible for any injuries/ fatalities sustained by any candidate during written test or otherwise.
20. The candidates in their own interest are request to retain a photocopy of the Application Form, Admission Card and Attendance Slip for record.
21. **These jobs are for Haryana state only but other state candidates can also apply for the desired posts.**
22. For any clarification(s), you can contact over send mail to info@noe.org.in
23. **Please mention the Post name on the Envelope.**

Selection Method

1. Candidates will be selected on the base of written test & the interview.
2. Written test will be in two phases (1st objective, 2nd Subjective)
3. Selected candidates will be called for the Interview & the document verification.
4. All vital information (Written date/Interview date/ Result detail) during the recruitment process shall be placed on our website www.noe.org.in.
5. No TA/DA will be paid for attending the written/Interview.
6. Interview will be based on General knowledge and respective qualification & trade work.
7. Candidates should be in possession of all original certificates/document and acknowledgement Slip/Call later at the time of interview.
8. The selected candidates can be posted anywhere in Haryana.
9. **Selection will be totally based on the merit of written test & interview.**

DOCUMENTS TO BE ATTACHED WITH THE APPLICATION FORM

1. One copy of latest colored passport size photograph should be pasted on the application form & two separate photographs send with the application.
2. Original Demand Draft should be attached with the application form.
3. Photocopy of essential qualifications and above /diploma/degree/ Experience/Cast should be attached with the application form.
4. An envelope with their complete address & paste the ticket of Rs.25/-

Note: - Syllabus & Exam pattern will be uploaded on the website www.noe.org.in before the exam. So please check the website regularly.

APPLICATION FORM

Please follow these instructions:

- 1) Fill the form in English only.
- 2) Use only capital block letters while filling the form.

Advt. No. HR/01/2013

Serial No: (For office use)

Post Applied For

Full Name

Father's Name:

Date of birth Sex: M F Marital Status: Single

Address:
Present

Married

Cat.: UR OBC SC ST

Mobile:

Landline:

E-mail:

PHOTO

Please paste recent original photograph.
Do not stapler

Educational Qualification:

S.No	Examination Passed	Name of University/Institute	Year of Passing	Marks Obtained	Total Marks	%
1						
2						
3						
4						

Experience if any, starting from previous to present

Total Experience: _____ Years _____ Months

Name & Address of Employer	Designation	Scale of pay/Salary per Month	Service Period		Total Experience	Nature of Duty
			From	To		

Detail of Demand Draft (DD) enclosed:

Name of Bank	DD No. and Date	Amount

Preference For District Choose: 1. 2. 3. Any where in Haryana

Declaration:

I affirm that the information given in this application is true and correct if, at any stage, it is discovered that any attempt has been made by me to willfully conceal or misrepresent the facts, my candidature may be summarily rejected and my employment terminated.

Place: _____

(Right Hand Thumb impression of candidate)

Signature of applicant _____

Date: _____

Name of applicant _____

(Name In block letters)