

उत्तरी दिल्ली नगर निगम

Subject :- Regarding advertisement in leading newspapers for Recruitment of 26 counselors for NDMC Schools as per the direction of Juvenile Justice Committee.

As per directions of Juvenile Justice Committee Delhi High Court a detailed note regarding recruitment of counselors for NDMC schools on contract basis was sent to the competent authority to the house of North DMC. In this connection, a resolution No 267 dated 27/11/2015 has been passed by the house of North DMC.

Now the process of recruitment is to be started for which advertisement in the leading newspapers will be given. The terms and conditions of engagement of counselors on contract basis will be as under "

1. The candidates will be engaged on contractual basis against the vacant post of Teacher (Pry.) initially for a period upto 10-05-2016 or till the list of selected candidates is received from DSSSB, whichever is earlier.
2. The category wise detail of vacancy is as under:-

Total Vacancy- 26	
General Category	13
Schedule Caste	4
Schedule Tribes	2
Other Backward Classes	7

3. Selection will be strictly on the basis of marks obtained in the academic and professional qualifications and criteria to determine the merit will be as under:-

Examination passed	Weightage
Sr. Secondary or equivalent (Best Five Subjects)	30%
MA (Psychology)	50%
Degree/Diploma Guidance & counselling (Minimum 6 Month)	20%
Total Weightage	100

Note :- Marks will be calculated upto 2 decimal point and convention of decimal fractions will be followed.

4. **Essential Qualification for Counselors.**

- a) Sr. Secondary or equivalent (Best Five Subjects)
- b) MA (Psychology)
- c) Degree/Diploma Guidance & counseling

5. **Age Limit: 30 Years**

General: 30 years, SC: 35 Years, OBC: 33 Years, General PH/VH : 40 Years, SC PH/VH : 45 Years, OBC PH/VH : 43 Years, ST PH/VH : 45 Years

6. Selected candidates will have to join his / her duty within 10 days of issuing of the engagement letter. In case candidate fails to join in the stipulated period his/her claim shall be forfeited and next candidate available in the merit list will be engaged or given the offer to work on contractual basis. No communication will be made in this regard.
7. The candidate so selected will not be transferred to another zone after engagement on any ground.

N.D.M.C.

8. The candidate so selected will not be transferred to another zone after engagement on any ground.
9. The selected candidates will be entitled for one casual leave in a month maximum upto eight in a year.
10. The selected candidates will have to sign a contract agreement with Zonal DDEs /ADEs. In case of breach of contractual, contract will be cancelled and the services will be terminated without any notice.
11. The candidates so engaged on contractual basis on acceptance of terms and conditions shall be paid monthly remuneration i.e. Pay Band Rs. 9300/- + Grade Pay Rs. 4200/- + variable DA
12. The candidates so engaged on contractual basis are not entitled and has no right to claim whatsoever for regular appointment in the North DMC. This is purely a stop gap arrangement.
- ✓ 13. The candidates so engaged on contractual basis shall not file any court case regarding salary & regularization.
14. Reservation & relaxation will be provided as per prevailing rules.
15. Online Application with incomplete/wrong particulars will be summarily rejected.
16. North DMC reserves the right to withdraw/cancel the advertisement and or the selection process there under at any time without assigning any reason thereto.
17. The zonal DDEs/ADEs will issue the engagement letter to the selected candidates after due verification. The documents/testimonials of all the candidates will be verified from the concerned board /university /authority by the Zonal DDEs/ADEs.
18. List of short listed candidates will be uploaded on the portal of MCD www.mcdon line.gov.in
19. Final list will be displayed on the portal of MCD www.mcd.on line.gov.in after verification of documents.
20. The format and general instructions to the candidates are placed on the file at page no. 86/c to 88/c for kind perusal .
21. The list of selected candidates after verification of documents at HQ level will be uploaded on website. For this a team of officers at HQ level under chairmanship of DDE (Admn.) will be constituted to prepare merit list with the help of IT department.

In view of above approval of competent authority for expenditure sanction of rupees 5 lacs for advertising in the leading newspapers out of Plan Head of Account XL-II-ii may kindly be accorded.

DDE (Admn.)

By. DDE (Admn.)
15/2/16
15th Floor, Civic Centre,
New Delhi-02

SI (Admn.)

Director (Edn.)

11/2/16

Addl. Commissioner (Edn.)

By. Addl. Commissioner (Edn.)
15/2/16
North Delhi Municipal Corporation
Civic Centre, New Delhi

Commissioner, North DMC

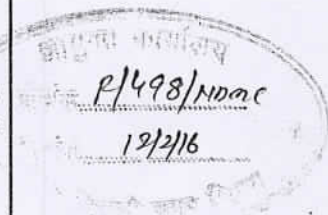
Addl. Cm. North DMC

15/2/16

15/2/16

P. K. GUPTA
Commissioner (North)

16/2/16

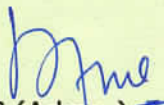


Director (Edn.)	
North Delhi Municipal Corpn.	
By No.	2144
Date	11/2/16
Computer By. No.	
Date	16/2/16

E-1569
12/2/16
15/2/16

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उत्तरी दिल्ली नगर निगम

The administrative approval from the Worthy Commissioner has been obtained for engagement of 26 counsellors in the schools of North DMC. Now the matter regarding online recruitment of counsellors is to be sent to I.T. Department for up loading online application from the candidates w.e.f. ~~22-3-16~~ to ~~5-4-16~~ for which administrative approval from the competent authority is required. Therefore, the time period window for inviting online application may be considered as ~~22-3-16~~ to ~~5-4-16~~ ²⁰¹⁶ (11.59 PM). Job profile terms and condition/ Instructions of candidates is placed on file at page 110/C to 111/C may be allowed to sent to IT Department. The DFA of Public notice to be published in the leading newspapers is also placed in the file for approval please.


UDC (Admn.)

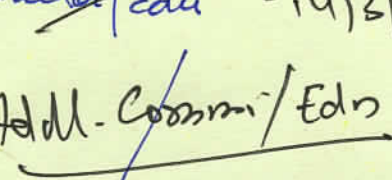
OS (Admn.)

N.D.M.C.

DDE (Admn.)



14/3/16

Director/Edu 
14/3/16

Addl. Commr/Edu  But get the time schedule vetted for I.T. dept.


Dir/Admn 
14/3/16

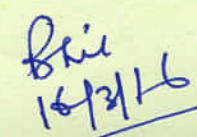
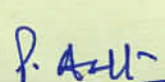

14/3/16

OS/Admn 
Discussed with I.T. Department and examined in date. Hence the file may be sent to I.T. Department for further necessary action please Instructions and format is also attached.


15/3

DDE/Admn 
15/3/16

Director/Edu 
15/3/16

Addl Director/I T 
P. All 
16/3/16



उत्तरी नगर निगम दिल्ली
शिक्षा विभाग (मु०) : प्रशासन शाखा



NORTH DELHI MUNICIPAL CORPORATION
EDUCATION DEPARTMENT : HQ ADMINISTRATION

15th FLOOR, DR. SPM CIVIC CENTRE, NEW DELHI-110002

No. D/6614/DDE/Admn./HQ/2016

Dated: 15-03-2016

To,

The Addl. Director (IT),
North DMC, 24th Floor,
Civic Centre New Delhi-02.

Take it to Pmty Basy 14/3/16
P. Basy
Dr. Basy

Subject: Engagement of 26 counselors on contractual basis in the schools of North Delhi Municipal Corporation.

Under the approval of Commissioner, North DMC, online applications from eligible and interested candidates will be invited for engagement to the posts of counselors on contractual basis on a monthly remuneration at minimum pay in the Pay Band Rs. 9300- 34800 + Grade Pay Rs. 4200 + variable DA for a limited period. Candidates may fill up the application form on the website www.mcdonline.gov.in between ~~22-3-16~~ to ~~5-4-16~~ (11.59 PM)

The Detail of instructions, terms and condition, copy public notice to be published in newspapers are enclosed herewith for making necessary arrangement in a time bound manner to ensure the invitation of online applications forms. Accordingly, list of shortlisted candidates for verification of documents and thereafter final select list may also be provided by IT Department.

You are therefore requested to kindly direct the concerned officials to make the arrangement for the same on priority basis.

15/3/16
(DHARMENDRA KUMAR)
Director (Education)
North DMC

Copy to :-

1. DDE (Admn.) with the direction to follow up the matter with IT department.
2. Office copy

Post Applied For	<input type="text" value="Counsellors"/>	Job Profile	<input type="text" value="Counsellor under recomi"/>
Pay	<input type="text" value="13500 + Varibal DA"/>	Type of Recruitment	<input type="text" value="CONTRACTUAL"/>
Personal Details			
Salutation/Title	<input type="text" value="Mr"/> *	First Name	<input type="text"/> *
Middle Name	<input type="text"/>	Last Name	<input type="text"/>
Marital Status	<input type="text" value="Select One"/> *	FatherName	<input type="text"/> *
Spouse's Name	<input type="text"/>	Gender	<input type="text" value="Select One"/> *
Are You A Central Government Employee?	<input type="text" value="No"/> *	Person With Disability	<input type="text" value="No"/> *
Type of Disability	<input type="text" value="Select One"/> *	Percentage of Disability	<input type="text"/> *
Reservation Category	<input type="text" value="Select One"/> *	Date of Birth(dd/mm/yyyy)	<input type="text"/> *
Permanent Address	<input type="text"/> *	Mailing Address	<input type="text"/> *
State	<input type="text" value="Select One"/> *	<input type="text" value="Copy Permanent Address"/>	
Pin Code	<input type="text"/> *	Email Address	<input type="text"/> *
Phone Number	<input type="text"/>	Mobile Number	<input type="text"/> *
State of Domicile	<input type="text" value="Select One"/> *	Religion	<input type="text" value="Select One"/> *
Nationality	<input type="text" value="INDIAN"/> *	Are you a MCD Employee?	<input type="text" value="Select One"/> *
Do you fulfill following qualifications ? If Yes, Click <input checked="" type="checkbox"/> mark in the box			
Education			
M.A. In Psychology		<input type="checkbox"/>	
Degree / Diploma in Guidance and Counselling		<input type="checkbox"/>	
Age			
<input type="button" value="Next"/>			

Qualification Creteria

Education Qualification

Sr. No.	Exam Passed	Maximum Marks	Marks obtained	year of passing	Board/ University
1.	Sr. Secondary or Equivalent (Best Five Subjects)		<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	MA (Psychology)		<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	Degree/ Diploma Guidance & Counselling (Minimum Six Month)		<input type="text"/>	<input type="text"/>	<input type="text"/>

Declaration

Declaration

☐ I hereby solemnly affirm and declare that all the information as given above *

☐ I hereby affirm that there is no police/court case contemplated/pending *

Date Of Application

Upload Photo

Please upload photograph

Browse...

Photograph Specifications:

- 1). Passport Photograph must be a recent one.
- 2). It should be in a JPEG or GIF file format of less than 100 KB size & Dimensions of the photograph should be 3.0 cm in width and 4.5 cm in length

1.	Name Of Post	Counselors															
2.	Job Profile	North DMC Counselors															
3.	Qualification	1). Senior Secondary (10+2) or Intermediate or its equivalent from a recognized Board / Institutions. (Best Five Subject) 2). M.A. in Psychology. 3)Degree / Diploma in Guidance and Counseling (Minimum six months)															
4.	Age Limit	General : - 30 years SC : - 35 years ST : - 35 years OBC : - 33 years PH (General) : - 40 years, PH(SC/ST) 45 years, PH (OBC) : 43 years															
5.	Emoluments	Minimum pay in the Pay Band Rs. 9300-34800 + Grade Pay Rs. 4200 + variable DA															
6.	Type Of Recruitment	CONTRACTUAL															
7.	No. Of Vacancies	26															
		General : 13 OBC : 07 SC : 04 ST : 02															
8.	The crucial date of determination of age:	22-03-2016															
9.	last date of receiving online application:	05-04-2016															
10.	Terms and Conditions:-	<p>Online applications are invited from desirous and eligible candidates for engagement of Counselors in the schools of North DMC.</p> <p>General Information :</p> <p>1. The engagement will be purely on temporary and contractual basis upto 10/05/2016.</p> <p>2. The counselors will be engaged against the vacant post of Teacher (Primary).</p> <p>3. Reservation & relaxation will be provided as per prevailing rules.</p> <p>4. The candidate belonging to Physically Handicapped Category (Ortho + VH) must possess "Disability Certificate" from Competent Authority</p> <p>5. Qualification : -</p> <p>1). Senior Secondary (10+2) or Intermediate or its equivalent from a recognized Board / Institutions. (Best Five Subject) 2). M.A. in Psychology. 2). Degree / Diploma in Guidance and Counseling. (Minimum six months)</p> <p>6. AGE LIMIT : General : - 30 years SC /ST : - 35 years OBC : - 33 years PH (General) :- 40 years, PH(SC/ST) :- 45 years, PH (OBC) :- 43 years</p> <p>Candidates belonging to Reserved Category who are also covered under the physically disable category will eligible for grant of cumulative age relaxation under both the categories.</p> <p>7. The Criteria for selection will be drawn on the basis of marks obtained in the academic and professional qualification. The criteria for deriving merit list will be as under :</p> <table border="1"> <thead> <tr> <th>Sr. No.</th><th>Examination</th><th>Weightage / marks</th></tr> </thead> <tbody> <tr> <td>1</td><td>Senior Secondary (10+2) or ntermediate or its equivalent from a recognized Board / Institutions. (Best Five Subject)</td><td>30%</td></tr> <tr> <td>2</td><td>M.A. (Psychology)</td><td>50%</td></tr> <tr> <td>3</td><td>Degree / Diploma guidance and counselling (Minimum six months)</td><td>20%</td></tr> <tr> <td colspan="2">Total Weightage</td><td>100%</td></tr> </tbody> </table> <p>(a)Marks will be calculated upto 2 decimal point and convention of decimal fractions will be used and in case of tie decimal fractions can be taken to any extent to decide the merit and seniority.</p>	Sr. No.	Examination	Weightage / marks	1	Senior Secondary (10+2) or ntermediate or its equivalent from a recognized Board / Institutions. (Best Five Subject)	30%	2	M.A. (Psychology)	50%	3	Degree / Diploma guidance and counselling (Minimum six months)	20%	Total Weightage		100%
Sr. No.	Examination	Weightage / marks															
1	Senior Secondary (10+2) or ntermediate or its equivalent from a recognized Board / Institutions. (Best Five Subject)	30%															
2	M.A. (Psychology)	50%															
3	Degree / Diploma guidance and counselling (Minimum six months)	20%															
Total Weightage		100%															

		<p>8. The candidate so selected will not be transferred to another zone after engagement on any ground.</p> <p>9. The candidates selected for engagement will have to sign a contract agreement with zonal DDEs/ADEs before issuing of engagement letter. In the current year, the period of engagement is till 10/05/2016 .After expiry of contractual period they will be disengaged.</p> <p>10. The candidates so engaged on contract basis shall not file any court case regarding salary & regularization.</p> <p>11. The contract period of these posts will automatically stands cancelled on 10/05/2016.</p> <p>12.The selected candidates will be entitled for one casual leave in month maximum upto eight in a year.</p> <p>13. The selected candidates will have to sign a contract agreement with zonal DDEs/ADEs. In case of breach of contractual, contract will be cancelled and the services will be terminated without any notice.</p> <p>14. The candidates so engaged on contractual basis are not entitled and has no right to claim whatsoever for regular appointment in the North DMC. This is purely a stop gap arrangement.</p>
11.	Instruction To candidates	<p>1. The candidates have to upload application form with his / her own latest photograph on the website, www.mcdonline.gov.in upto <u>5-4-2016</u>. All application would be accepted online only.</p> <p>2. No manual application will be accepted or entertained. The applicant shall fill up his/ her name as recorded in the certificate of Secondary Examination.</p> <p>3. The candidates should ensure that correct entries are made in the entire application.</p> <p>4. Applications with incomplete/wrong particular will be summarily rejected. Applicant will be responsible for filling wrong marks or any other information in the application form.</p> <p>5. The list of short listed candidates will alongwith scheduled of verification of documents and instructions will be uploaded on MCD Websitewww.mcdonline.gov.in</p> <p>6. The final list of selected candidates after verification of documents will be publish on www.mcdonline.gov.in.</p> <p>7. The number of vacancies may increase or decrease.</p> <p>8. The age relaxation for SC/ST applicants are upto 5 years & OBC applicants upto 3 years. Candidates belonging to SC/OBC who were also covered under the Physically Disability Category will be eligible for cumulative age relaxation under both of the categories.</p> <p>9. Selected candidates will have to join his / her duty within 10 days of issuing of the engagement letter. In case any candidate fails to join in the stipulated period his / her claim shall be forfeited and the next candidate available in the merit list will be engaged or given the offer to work on contract basis. No correspondence will be made in this regard.</p> <p>10. The North DMC reserves the right to make any amendment, cancellation and change in advertisement in whole or part without assigning any reasons.</p> <p>11. Applicants are requested to check their e-mails and also frequently visit the website of MCD www.mcdonline.gov.in for further instructions / information. For any enquiry please contact Phone No. 011-2322-6512</p> <p>The eligible and interested candidates may apply through online on www.mcdonline.gov.in between 22-03-2016 to 05-04-2016. The candidate should follow the user guidelines and instructions at the time of online apply.</p> <ul style="list-style-type: none"> • Online applications are available on the MCD website www.mcdonline.gov.in, It is advisable to use Mozilla Fire Fox Browser to make the online application. After opening the site by typing www.mcdonline.gov.in, the button marked Jobs @ MCD may be clicked, which shall open the page showing all jobs of MCD to which online application can be make.

		<ul style="list-style-type: none"> • Against the post, Two Buttons namely. <ol style="list-style-type: none"> a. View Job Profile : check on the button to read the Job Profile b. Apply: Click on the button to apply. • All fields are compulsory. All fields filled in correctly will turn Green. Any field not filled in correctly will turn Red. Till all the fields are correctly filled the page will not go to next page. • The photograph in JPG, JPEG and BMP format need to be uploaded. The photograph size should be less than 50 KB. • After all entries are made, the entries ought to be checked thoroughly. After satisfying that entries have been correctly and completely made, the button "submit" is to be clicked. <p>Note:- No change in any field will be allowed after the submission of the application.</p> <p>Important Dates:</p> <p>Website Line Open for Registration : 22-03-2016</p> <p>Closing Date for Online Registration : 05-04-2016 (11.59PM)</p> <p>Tentative Date for Short Listed Candidates : 26-04-2016 to 03-05-2016</p>
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NOTE:-The vacancies notified are tentative and can be varied on as per actual requirement. North DMC will maintain a wait list/panel of candidates to meet any requirement in the current academic year.