

F. No. 1-38/2024-TS II
भारत सरकार /Government of India
शिक्षा मंत्रालय /Ministry of Education
उच्चतर शिक्षा विभाग/ Department of Higher Education
तकनीकी अनुभाग -II /Technical Section II

Shastri Bhawan, New Delhi-01
The 03rd March, 2025

OFFICE MEMORANDUM

Subject: Appointment to the post of Member Secretary, All India Council for Technical Education (AICTE).

The undersigned is directed to forward herewith a copy of advertisement (**Annexure-I**) inviting applications from suitable candidates for the post of Member Secretary, All India Council for Technical Education (AICTE). A copy of the detailed advertisement and eligibility criteria (**Annexure-II**) and a copy of the application format (**Annexure-III**) are also annexed. It is requested that the advertisement be circulated among the institutions/ universities.



(Kunal Raja Gautam)

Under Secretary to the Government of India

Tel: 011-23070431

Email- kunal.gautam@nic.in

Encl: As above

To,

- i. Additional Secretary(Edu)
- ii. Joint Secretary (HE)
- iii. Joint Secretary (TE)
- iv. Economic Advisor(HE)
- v. Joint Secretary (TEL)
- vi. Joint Secretary (Management)
- vii. Joint Secretary (Admn.)
- viii. DDG (Statistics)

DS (CU-EDN)

VS (CU-EDN)

BS

5/3/2025

7/3

SO (CU-EDN)

This may be circulated

03/04/25
Shri Bhupman ji, ASO

| | |
|--|--|
| <p align="center">ALL INDIA COUNCIL FOR TECHNICAL EDUCATION (A Statutory body under Ministry of Education, Department of Higher Education) Nelson Mandela Marg, Vasant Kunj, New Delhi</p> | |
| <p align="center">Advertisement No. AICTE/ Administration Bureau/02(02)/2025</p> | |
| <p>Applications are invited for the post of MEMBER SECRETARY in the All India Council for Technical Education on deputation basis/ short term contract for a term of three years, renewable for one more term of three years or till the age of 62 years as per the details given below:</p> | |
| 1. Name of Post: | Member Secretary |
| 2. No. of Vacancy: | One |
| 3. Scale of Pay: | Pay Matrix-15 (Pre revised Scale of Rs. 67000-79000) |
| 4. General : | Eligibility and other conditions along with application form can be down loaded from the website (www.moe.gov.in) under the Department of Higher Education or website (https://www.aicte-india.org/bulletins/). Application in duplicate in the prescribed Proforma may be sent through proper channel, to Under Secretary (TS II) Department of Higher Education , Ministry of Education, Room No. 106-D, Shastri Bhawan New Delhi-110001 so as to reach by 27/03/2025 . |

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|---|---|
| <p>अखिल भारतीय तकनीकी शिक्षा परिषद (शिक्षा मंत्रालय के तहत एक सांविधिक निकाय, उच्च शिक्षा विभाग) नेल्सन मंडेला मार्ग, वसंत कुंज, नई दिल्ली</p> | |
| <p align="center">विज्ञापन संख्या अभातशिप/प्रशासन ब्यूरो/02(02)/2025</p> | |
| <p>अखिल भारतीय तकनीकी शिक्षा परिषद में सदस्य सचिव के पद के लिए आवेदन आमंत्रित किए गए हैं, जो प्रतिनियुक्ति /अल्पकालिक अनुबंध पर पर होगा । प्रतिनियुक्ति /अल्पकालिक अनुबंध तीन साल की अवधि के लिए, तीन साल के एक और कार्यकाल के लिए नवीकरणीय या 62 वर्ष की आयु तक नीचे दिए गए विवरण के अनुसार हैं।</p> | |
| 1. पद का नाम: | सदस्य सचिव |
| 2. रिक्ति की संख्या: | एक |
| 3. वेतनमान: | वेतन मैट्रिक्स -15 (रुपये 67000-79000 का पूर्व संशोधित वेतनमान) |
| 4. आवेदन पत्र के साथ पात्रता और अन्य शर्त को उच्चतर शिक्षा विभाग शीर्षक के अंतर्गत वेबसाइट (www.moe.gov.in) या https://www.aicte-india.org/bulletins/ से लोड किया जा सकता है। निर्धारित प्रोफार्मा में डुप्लिकेट में आवेदन उचित चैनल के माध्यम से उच्च शिक्षा विभाग के अवर सचिव (तकनीकी शिक्षा-II), शिक्षा मंत्रालय, 106-D शास्त्री भवन नई दिल्ली -110001 को भेजा जा सकता है ताकि 27/03/2025 तक पहुंच सकें। | |

Annexure-II

Government of India
Ministry of Education
Department of Higher Education
Technical Section-II

Shastri Bhawan, New Delhi-110001

Applications are invited for the post of MEMBER SECRETARY, All India Council for Technical Education (AICTE), a Statutory Body under the Ministry Education, Department of Higher Education in the revised Pay Matrix -15 (Pre-revised Pay Band of Rs. 67,000-79,000/- per month)) on deputation/ short term contract for a term of three years, renewable for one more term of three years or till the age of 62 years whichever is earlier.

The following are eligible for consideration:

The following are eligible for consideration:

(a) A person who has served or is serving as a Vice-Chancellor, Director or Principal of a University, Post-Graduate Engineering College or Institute or a Professor in University or an Institution of Higher Technical Education or Research with at least 10 years regular service in the grade of Professor in the revised pay Matrix-14 (pre-revised scale Pay Band-4 with Academic Grade pay of 10,000)

or

(b) Officer under the Central Government/ State Government/ Union Territory Administrations or Public Enterprises not below the rank of Joint secretary to the Government of India or equivalent with at least 5 years regular service in the grade and with experience of managing technical education system

Or

(c) Officers of Universities, Research Institutes or Academic Organization not below the rank of Registrar of Central Universities or equivalent with at least 10 years regular service in the revised pay Matrix-14 (pre-revised scale Pay Band-4 with Grade pay of Rs. 10,000).

Applicants/ nominees should preferably be below the age of 59 years at the time of closing date of application/ nominations.

Applications in duplicate in the proforma given in the website of the **Ministry of Education**(www.moe.gov.in) under the **Department of Higher Education**, Sub head "**Advertisement**" may be sent, through proper channel, to UNDER SECRETARY (TS II), TECHNICAL SECTION-II, DEPARTMENT OF HIGHER EDUCATION, MINISTRY EDUCATION, ROOM NO. 106 D WING, SHASTRI BHAWAN NEW DELHI 110001 so as to reach by **27.03.2025**.

Format for application for the post of Member Secretary, AICTE

**Name of the post: MEMBER SECRETARY, All India Council for Technical
Education (AICTE), New Delhi.**

1. Name in Full (in Block Letters)

Father's/Husband's Name

3. Date of Birth (Age as on date of advertisement)

4. Nationality _____

5. Present Position and Address for correspondence (in Block Letters)

6. E-Mail ID. _____

7. Ph. _____

8. Fax. _____

9. Whether belongs to SC ST OBC

(Please tick and if yes attach certificate)

10. Educational Qualifications

(in chronological order commencing from Bachelor's Degree)

| Sl. No. | Exam. Passed | University/Institution | Year Passing | of Main Subjects | Division Equivalent | or |
|---------|--------------|------------------------|--------------|------------------|---------------------|----|
| | | | | | | |

11. Employment Record (details in chronological order, starting with the first job).

| Sl. No. | Name & Address of the employer/institution | Period of service From To | Designation of post held and scale of pay | Nature of work and level of responsibility |
|---------|--|------------------------------|---|--|
| | | | | |

12. Administrative experience. If any (please specify)

13. Details of experience possessed as per the eligibility criteria

14. Research Publications and Reports (Add list, if required).

15. (a) Present scale of pay _____

(Govt./University/Public Undertaking)

(b) Present Pay

(c) Period of service in the present scale of pay

16. Any other relevant information, if any

17. Declaration

I hereby certify that the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed/distorted. If at any time I am found to have concealed/distorted any material information, my appointment shall be liable to be summarily terminated without notice/compensation, notwithstanding suitable disciplinary actions.

Place _____

Date _____

Signature of the candidate

Certificates (To be given by the Head of the Organization/employee)

1. Certified that the particulars of the officer have been verified and found correct.
2. It is certified that no disciplinary proceeding is pending or/and contemplated against the officer. Integrity of the officer is also certified.
3. The CR Dossier of the candidate (s) is/are enclosed. /There is no practice of maintaining CR Dossier in this Organisation.*

Signature of the Head of the Organization/Employee with official seal

*Strike out whichever is not applicable.