



**OFFICE OF THE U.E.E. MISSION**  
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No. 29406

Date:15.03.11

**CIRCULAR**

**Engagement of Coordinators for SSA**

The UEE Mission, Department of Education, Government of Delhi, is State Implementing Authority for Sarva Shiksha Abhiyan (SSA), a flagship programme of MHRD, Govt. of India for providing universal access, enrollment, retention, and quality education to all children in the age group of 6-14 years.

The various SSA interventions are being implemented and monitored in schools through 9 District Urban Resource Centers and 136 Cluster Resource Centers in collaboration with the educational supervisors of the Directorate of Education, MCD, NDMC and DCB. The UEE Mission intends to engage qualified and experienced persons with proven merit and willingness to work with dedication to achieve the goals and objectives of SSA, purely on contract basis for the following posts, as under:-

<b>Sr. No.</b>	<b>Name of Post</b>	<b>No. of Post</b>	<b>Essential Qualification</b>	<b>Desirable Qualification</b>
1.	<b>Coordinator, AIE (Alternative Innovative Education)</b>	01	Post Graduate in Social Science or MSW & B.Ed with working experience of 5 years in relevant field.	working knowledge of computer
2.	<b>Co-ordinator Equity(SC/ST &amp; Minority)</b>	01	Post Graduate in social science & B.Ed with working experience of 5 years in relevant field.	working knowledge of computer

**Retired Persons having required qualification and experience may also apply.**

**Emolument** : Consolidated remuneration of Rs.18750/- per month.

**Tenure:** The contract will valid for period of one year and may be renewed on case to case basis.

**Age Limit:-** The Maximum age for direct candidate is 50 years and in case of retired person is 63 years on the date of publication of this advertisement.

**Nature of duties:-**

- All necessary work relates to planning and implementation of SSA interventions and to take supervision and monitoring work as assigned.
- To plan for and provide need based academic resource support for quality improvement in the Govt./MCD/NDMC/DCB and aided schools.
- To collect and compile data required for the Development of Annual Work Plan and Budget (AWP&B) for SSA interventions.
- To monitor the implementation and progress of the SSA intervention.
- The Coordinators are supposed to plan their calendar of activities on weekly/monthly basis and to maintain a daily diary of the work done.

**Note: -**

1. The candidates so engaged on contract basis shall not claim for regular appointment in the UEE Mission or Directorate of Education.
2. The candidates so engaged on contract basis shall not file any court case regarding salary and regularization.
3. The selected candidates will have to sign a contract agreement with State Project Director and in case of breach of contract, contract will be cancelled and no notice will be given and the services will be terminated.
4. Number of vacancies can be altered.
5. Reservation for SC/ST/OBC & PH will be provided as per prevailing rules.
6. Relaxation in age limit will be applicable as per rules for reserve categories SC/ST/OBC/PH.
7. Selected candidate will have to join duty immediately after getting the engagement letter and in case of non joining during the stipulated period next candidate available in the merit list will be engaged or given the offer to work on contract basis, no formal intimation or letter will be sent to selected candidate in this regard.
8. Application with incomplete/wrong particulars or not in the prescribed format will entail rejection.

9. UEE Mission will not be responsible for any delay in postage. No application will be taken after the cutoff date in any case.
10. No application will be accepted in person.
11. Two recent passport size colored photographs (front face) be enclosed with the application form.
12. Applicants should send self address envelope (10x18cm) with Rs.5.00 postage stamp affixed on it.
13. Attested photocopies of the documents related to Qualification and Experience.
14. Please super-scribe on the envelope:

**APPLICATION FOR THE POST OF CO-ORDINATOR**

15. UEE Mission reserves the right to withdraw/cancel the advertisement and /or the selection process there under.
16. That the Co-ordinator may be assigned to work anywhere under jurisdiction of Delhi/New Delhi and no representation will be entertained in this regard.
17. The selection of candidates will be on the basis of interview.

The candidate possessing the requisite qualification may submit their applications in **prescribed format** (as given in this circular) **by post only** at the above mentioned address, **within 30 days i.e. 20.04.2011** from the issue of this circular on the website.

**APPLICATION FORM**

- A. Post Applied for** :.....
1. **Name of the Applicant** : .....  
(in block letters) .....
2. **Father's Name** : .....
3. **Male/Female** : .....
4. **Date of Birth (in figures)** : .....  
**in words)** : .....
6. **Date of Retirement (if retired)** : .....
- (i) **Name of Department** : .....
- (ii) **Designation** : .....
7. **Correspondence Address** : .....  
.....
8. **Permanent Address** : .....  
.....
9. **Phone No.:** (R)..... (Mob.).....e-mail-ID.....
10. **Educational Qualification** : .....

<b>Examination Passed</b>	<b>Name of Board/University</b>	<b>Year of passing</b>	<b>Subjects</b>	<b>Max. Marks</b>	<b>Marks Obtained</b>	<b>% of Marks</b>

**11. Experience: No. of Years.....(Please give details on separate sheet)**

**Undertaking:** That the above said information is true and correct and nothing material has been concealed there from. The UEE Mission is free to act upon if any information is found false in future and my contractual engagement can be terminated. And that, I will not file any suit/writ for regularization of my service or salary etc. in the court, if engaged, by the UEE Mission, Delhi, on contract basis.

**Date:** (Signature of applicant)

**Place:**

**(Name of applicant in Block letters)**