राष्ट्रीय परीक्षा एजेंसी
National Testing Agency
Excellence in Assessment

आज़ादी का अमृत महोत्सव

(उच्चत्तर शिक्षा विभाग, शिक्षा मंत्रालय, भारत सरकार के तहत एक स्वायत्त संगठन)
(An Autonomous Organization under the Department of Higher Education, Ministry of Education, Government of India)

File No: A-A102(1)/1/2025-PE1(13611) Dated 12 November 2026

VACANCY NOTIFICATION

Applications are invited from the eligible candidates for the following posts in National Testing Agency (NTA) on Deputation Basis/Foreign Service Terms.

Sl. No.	Name of the Posts	Vacancies
1	Director (Group A) Pay Level -13 of 7th CPC Rs.123100 – 215900 (pre revised PB-4 Rs. 37,400 – 67000 with GP 87000)	07
2	Joint Director (Group A) Pay Level -12 of 7th CPC Rs.78800 – 209200(pre revised PB-3 Rs. 15,600-39,100 with GP 7600)	03
3	Research Scientist 'C' (Group A) Pay Level -12 of 7th CPC Rs.78800 – 209200(pre revised PB-3 Rs. 15,600-39,100 with GP 7600)	01
4	Deputy Director (Group A) Pay Level -11 of 7th CPC Rs. 67700 – 208700 (pre revised PB-3 Rs. 15,600-39,100 with GP 6600)	01
5	Sr. Superintendent / Sr. Superintendent (Accounts) (Group B) Pay Level -7 of 7th CPC Rs.44900 – 142400(pre revised PB-2 Rs. 9,300-34,800 with GP 4600)	01

- Note 1: The period of deputation/foreign service shall be initially for three years.
- Note 2: Preference shall be given to personnel possessing an academic/ educational/ technical/ finance/administration/Legal back ground and having vast experience in the conduct and management of examination, including planning, coordination and execution of examination related process.

For Eligibility Criteria, Qualification, Experience, Process of Application and Selection process, please see the Vacancy Notification at https://nta.ac.in. Application completed in all respects along with No Objection Certificate (NOC), APARs, Vigilance Clearance, Integrity Certificate and other related documents should reach at the address: The Director (Administration), National Testing Agency, 5th Floor, Government of India Press Building, Minto Road, New Delhi – 110002 **by post through proper channel** (Cadre Controlling Authorities / Parent Organizations concerned) and **by email to: administration@nta.ac.in latest by 1st December 2026**.

12/11/2026

(Akash Jain)
Director (Adm/Estt)

TERMS AND CONDITIONS

1. The vacancies shown in this notification are indicative, which may increase ordecrease.
2. The Eligibility Criteria, etc. are enclosed in **(Annexure-I (a) to (e)),** for reference.
3.The terms & conditions on deputation/Foreign Service shall be regulated as per the Instructions of DoP&T, vide OM No. 6/8/2009-Estt. (Pay II) dated 17 June, 2010 as amended from time-to-time.
4. **The maximum age limit to apply for the above said posts is 56 years as on closing date of application.**
5. Candidates should fulfil the educational qualifications, experience and other criteria as on the closing date of application.
6. The officers having regular service in substantive post in pay levels required as per eligibility conditions of the recruitment rules for concerned posts are eligible to apply. Officers getting desired level of pay under ACP/MACP/Adhoc are not eligible to apply.
7. Applications which do not meet eligibility criteria given in the vacancy notification or found incomplete/ deficient, will be summarily rejected.
8. **Application not received through proper channel will not be considered.**
9. Merely fulfilling the eligibility criteria would not entitle a Candidate to claim for Interview or selection against any post. Only the shortlisted candidates will be called for Interview and shall be required to submit the necessary documents in support of Age, Qualifications, Service Record/Experience, etc. and get the originals of the same verified at the time of Interview. If any candidate is found ineligible while verifying the documents, shall not be allowed to take up interview.
10. Candidates should not furnish any particulars that are false, tampered with, fabricated or suppress any material information while registering the application and submitting the certified copies/ testimonials.
11. Decision of the NTA in all matters regarding eligibility of the candidate, the stages at which such scrutiny of eligibility is to be undertaken, the documents to be produced for the purpose of the conduct of interview, selection and any other matter relating to recruitment shall be final.
12. NTA reserves the rights to amend/change/delete/cancel any of the condition/guidelines at any stage of the process.
13. NTA also reserves the right to cancel the recruitment process as a whole or at any stage thereof for any of the posts without any prior notice or without assigning any reason thereof.
14. **Submission of application: The application must reach by post through the proper channel on or before 01.12.2026 (05:00 PM). A copy of the application also be sent via email to: administration@nta.ac.in.**

15.1 Instructions for applying the posts:

The following documents should be attached along with the application form **(Annexure V)**;

a. Self-attested copy of the certificate/ document in respect of claimed educational qualification.
b. Experience Certificate in the prescribed proforma **(Annexure- II),** as applicable.
c. Certificate given by Head of Department including Vigilance/Administrative clearance **(Annexure-III)**
d. No objection certificate by Head of Department **(Annexure-IV)**

15.2 The Cadre Controlling Authority/Parent Organization of the Applicant shall forward Application to NTA with necessary certificates therein and Documents as mentioned below:

a. Copy of application Form **(Annexure V)** duly filled by the Applicant along with the Certificates of the Cadre Controlling Authority/Parent Organization, as prescribed therein.
b. Attested photocopy of complete and up-to-date APAR Dossier for the last 05 years (up-to 2025-26). If APAR has not been written for a particular year or a part (less than 03 months) of a year, a No Report Certificate (NRC) for the period to be attached.
c. Vigilance Clearance Certificate
d. Integrity Certificate
e. A Statement of Major/ Minor Penalty (if any) during last 10 Years
f. Cadre Clearance/No Objection Certificate (NOC) from Cadre Controlling/Parent organization

15.3 Applications received without proper channel and/or not accompanying the requisite documents will not be considered and will be summarily rejected.
15.4 NTA reserves the right to fix criteria for screening/shortlisting the applications, so as to reduce the number of candidates to be called for interview.
15.5 Applications received after last date shall not be entertained.

16. How to Apply:

Step 1: Download the Vacancy Notification/Advertisement from **https://nta.ac.in** & read entire details / content carefully and ensure that applicant meet the eligibility criteria of the post.

Step 2: The duly filled in Application Form must be submitted to NTA through Cadre Controlling Authority/ Parent Organization along-with necessary certifications as well as required documents.

Step 3: The envelope containing the application, should be clearly labelled "Application for the post of _____ and sent to:

Director (Administration),
National Testing Agency, 5th Floor,
Government of India Press Building
New Delhi – 110002

Annexure-I(a)

ELIGIBILITY CRITERIA FOR THE POST OF DIRECTOR (Group-A)	
Scale of Pay	Level 13 of 7th CPC Rs.123100 – 215900 (pre revised PB-4 Rs. 37,400 – 67000 with GP 87000)
Mode of Recruitment	Deputation basis
Age Limit	56 years
Eligibility Conditions	Officers/ Employees of All India Services/ Central Govt/ State Govt./ UT Administration or Central/ State autonomous/ Statutory organizations/ Public Sector Undertaking with qualifications and experience, as given below: **Qualification** Bachelor's Degree in any field from a recognized University or equivalent **Experience** Holding analogous post on regular basis in the parent cadre/ department inrelevant area. **OR** 03 years' service in the grade rendered after appointment thereto on regular basis in pay Level 12: ₹ 78800-209200 or equivalent in the parent cadre/ department in relevant area. **OR** 05 years' service in the grade rendered after appointment thereto on regularbasis in Level 11: ₹ 67700-208700 or equivalent in the parent cadre/department in relevant area. **Desirable** 1) Master's/Directorate degree in the relevant field. 2) Experience of working in large scale assessments/assessment organizations

Annexure-I(b)

ELIGIBILITY CRITERIA FOR THE POST OF JOINT DIRECTOR (Group-A)	
Scale of Pay	Level 12 of 7th CPC ₹ 78,800-2,09,200 (Pre-Revised PB 3, ₹ 15,600-39,100 with GP of ₹ 7,600)
Mode of Recruitment	Deputation basis
Age Limit	56 years
Eligibility Conditions	Officers/ Employees of All India Services/ Central Govt/ State Govt./ UT Administration or Central/ State autonomous/ Statutory organizations/ Public Sector Undertaking with qualifications and experience, as given below: **Qualification** Bachelor's Degree in any field from a recognized University or equivalent **Experience** Holding analogous post on regular basis in the parent cadre/ department inrelevant area. **OR** 03 years' service in the grade rendered after appointment thereto on regular basis in pay Level 11: ₹67700-208700 or equivalent in the parent cadre/ department in relevant area. **OR** 05 years' service in the grade rendered after appointment thereto on regularbasis in Level 10: ₹56100-177500 or equivalent in the parent cadre/department in relevant area. **Desirable** 1) Master's degree in the relevant field. 2) Experience of working in an Examination System of a University/ Board.

Annexure-I(c)

ELIGIBILITY CRITERIA FOR THE POST OF RESEARCH SCIENTIST 'C' (Group-A)	
Scale of Pay	Level 12 of 7th CPC ₹ 78,800-2,09,200 (Pre-Revised PB 3, ₹15,600-39,100 with GP of ₹7,600)
Mode of Recruitment	Deputation Basis
Age Limit	56 years
Eligibility Conditions	Officers/ Employees of Central Govt./ State Govt./ UT Administration or Central/ State autonomous/ statutory organizations with qualifications andexperience, as given below: **Qualification** PhD with PG (with a minimum of 55% marks) in Psychology/ Psychometrics/ Statistics/ Mathematics/Testing Methodology/Education **Experience:** Post Qualification experience of 10 years in assessment sectors/relevant area; **AND** Holding analogous posts on regular basis in the parent cadre/department **OR** 03 years' service in the grade rendered after appointment thereto on regular basis in pay Level 11: ₹.67700-208700 or equivalent in the parent cadre/ department. **OR** 05 years' service in the grade rendered after appointment thereto on regularbasis in Level 10: ₹ 56,100-1,77,500 or equivalent in the parent cadre/department. **Desirable** 1) Experience of at least two years in the assessment sectors. 2) Persons havingexperience in Psychometric Testing shall be given preference.

Annexure-I (d)

ELIGIBILITY CRITERIA FOR THE POST OF DEPUTY DIRECTOR (Group-A)	
Scale of Pay	Level 11 of 7th CPC ₹ 67,700 - ₹ 2,08,700 (Pre-Revised PB 3, ₹ 15,600-39,100 with GP of ₹ 6,600)
Mode of Recruitment	Deputation Basis
Age Limit	56 years
Eligibility Conditions	Officers/ Employees of Central Govt./ State Govt./ UT Administration or Central/ State autonomous/ statutory organizations/ Public Sector Undertaking with qualifications and experience, as given below: **Qualification** Bachelor's Degree in any field from a recognized University or equivalent **Experience** Holding analogous post on regular basis in the parent cadre/ department inthe relevant area. **OR** 03 years' service in the grade rendered after appointment thereto on regularbasis in Level 10 of ₹ 56100-177500 or equivalent in the parent cadre/ department in relevant area. **Desirable** 1) Master's degree in the relevant field 2) Experience of working in an Examination System of a University /Board.

Annexure-I(e)

ELIGIBILITY CRITERIA FOR THE POST OF SENIOR SUPERINTENDENT (ACCOUNTS) (Group-B)	
Scale of Pay:	Level 7 of 7th CPC ₹44,900-1,42,400 (Pre-Revised PB 2, ₹9,300-34,800 with GP of ₹ 4,600)
Mode of Recruitment	Deputation basis
Age Limit	56 years
Eligibility Conditions	Officers/ Employees of Central Govt./ State Govt./ UT Administration or Central/ State Autonomous/ Statutory Organizations, with qualifications and experiences, as given below: **Qualifications** Bachelor's Degree in any field from a recognized University. Knowledge of office procedures, rules, computer applications and secretarial practice **Experience** Holding analogous posts on regular basis; **OR** 03 years' regular service in the grade rendered after appointment thereto onregular basis in Level 6 or equivalent or higher in the parent cadre/department; **OR** 05 years' regular service in the grade rendered after appointment thereto ona regular basis in Level 5 pay matrix or equivalent or higher in the parent cadre/department. **Desirable** 1) 05 years relevant experience in one or more of the following areas: accounts, audit, purchase and import, establishment matter, legal, recruitment, academics matter, estate management, hospitality, administrative matters including legal, labour law, project management, intellectual property rights, contacts & MoUs relevant to research etc., material management, procurement of materials, store, stock verification etc. Practical experience of using relevant software's in related areas. Should have experience of working in a computer environment.

ANNEXURE-II

EXPERIENCE CERTIFICATE

(on the letterhead of the organization, signed copy to be uploaded along with online application form)

Name of Organization:

Address of the Organization:

This is to certify that Shri/Ms..... S/o. / D/o. / W/o. Shri. ..... was/is an employee Organization/Department/Ministry and duties performed by him/her during theperiod(s) are as under:

Name of Post held	From – To (DD/MM/YY)/ Total Period (DD/MM/YY)	Nature of Appointment (Permanent/Temporary /Regular/ Contract/Part-Time, etc.)	Department/Specialization /Fieldof Experience
(1)	(2)	(3)	(4)
Pay Level/Pay Scale (Under 7th CPC)/Pre-Revised Pay Band/Scale & GP (if 7th CPC not implemented in the Organization) /Basic Pay currently drawn	Duties performed / experience gained in brief in each post (please give details, ifneed be, in attached sheet)	Place of posting	Worked at Supervisory Level/Middle ManagementLevel/Head of Branch
(5)	(6)	(7)	(8)

It is certified that the above facts and figures are true and based on service records available inour Organization/Department/Ministry.

Signature

Name of Competent AuthorityStamp of Competent Authority

ANNEXURE – III

Certificate to be given by Head of Department

Shri/Smt.----------

Designation----------

1) It is certified that the particulars furnished by the officer are correct and the incumbent meets the requisite eligibility criteria with regards to educational qualification and experience as specified in the Annexure attached with the vacancy circular.

2) It is certified that no disciplinary / vigilance case is pending or contemplated against the applicant and he/she is clear from the Vigilance and Administrative angle.

4) His/her integrity is certified.

5) It is certified that no major/minor penalties have been imposed on the applicant during the last 10 years. If any, kindly indicate details thereof.

6) Attested copies of ACRs/APARs for the last 5 years for the period from (2021-22 to 2025-26) are enclosed.

Date:

Signature of the Head of Department with seal

Annexure – IV

NO OBJECTION CERTIFICATE

It is certified that _____(Name of the Organization) has No Objection to relieve Shri _____(Name & Designation) on Scale of ₹ , and _____ (Name of the department) of his duties in the event of his selection to the post of _____ on scale of pay of ₹ _____.

Date **Signature of the Head of the Office**

with seal

Annexure -V

Application for the Post of_____in National Testing Agency (NTA), Department of Higher Education, Ministry of Education, New Delhi

Sl.	Particulars	Affix your passport size photo
1.	Candidate's Full name:	
2.	Father's name:	
3.	Permanent address:	
4.	Correspondence address:	
5. (a)	Contact No.:	
5. (b)	Alternative Contact No. (optional):	
6.	Email address:	
7.	Gender (Male/Female) :	
8.	Date of birth (DD/MM/YYYY):	
9.	Date of joining in service (DD/MM/YYYY):	
10.	Date of retirement (DD/MM/YYYY):	

11. Educational Qualification details:

Qualification	University/Board	Main subjects	Year of passing	% Marks/ division/CGPA
10th				
12th				
Graduation				
Other				
Other				
Other				

12. Employment History

Name and address of parent organization	Designation and nature of appointment (Regular/Ad-hoc/ Contract etc.)	Period of service (DD/MM/YYYY) From To	Pay Level in Pay matrix	Basic pay	Nature of work/duties/responsibilities

13.	Whether educational, other qualifications and experience required for the post are satisfied (if any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)	
14.	If any post held on deputation, in the past by the applicant, date of return from the last deputation.	

15. Details of Employment in chronological order

S. No	Name of Employer/ Assignment held	Post held	Nature of Appointment	Duties performed (in brief)	From (DD/MM/YYYY)	To (DD/MM/YYYY)	Pay Level

16. Parent Organization details

Name and Address of the Parent Organization in which holding the Post currently on substantives basis	
Nature of the Parent Organization	
Name of the Post	
Date from which it is continuously held (DD/MM/YYYY)	
Date of Retirement in Parent Organization Date from which it is continuously held (DD/MM/YYYY)	
Date of Return from the Last Ex-Cadre Post Date from which it is continuously held (DD/MM/YYYY)	
Pay Scale of the Post under 7th CPC	
Pay Level of the Post under 7th CPC	
Basic- Pay at Present	
Apply for	
Post (s) Applying For	
Do you have Experience of working in a Computer Environment and knowledge of Office procedure, rules, computer application's?	

17.	Whether any vigilance/disciplinary case /criminal case in any department or court of law, contemplated/ pending/ concluded, in the past?	
18.	Whether any major/minor/other penalties imposed or warning during the last 10 years of service/contract period?	

DECLARATION

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished by me are duly supported by the documents in respect of Essential Qualification/work experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing my selection has been suppressed/withheld.

Date:

Signature of the Candidate

Address----------

Mobile No.----------

Email ID----------

CHECKLIST of Documents to be forwarded by the Cadre Controlling Authority/Parent Organization along-with Application Form (Please Tick)		
1	Application in prescribed format duly forwarded by the Cadre Controlling Authority/Parent Organization.	
2	Attested copies of complete ACR/APAR for the last 05 years (up to 2025-26)	
3	If ACR/APAR has not been written for a particular yearor a part (less than 03 months) of a year, a No Report Certificate (NRC) for the period to be attached along with ACR/ APARs of previous year(s).	
4	Vigilance Clearance Certificate	
5	Integrity Certificate	
6	Major/ Minor Penalty Statement during last 10 Years	
7	Cadre Clearance from Cadre Controlling/ Appointing Authority (wherever applicable)	

Certified that the particulars furnished by Mr./Mrs./Miss_____ who is working as

(Designation of the Applicant) in this Office (*Name of the Office*), are correct and he/she possesses

the eligibility criteria(educational qualifications and experience) as mentioned in the Vacancy Notification.

Signature of Officer not below the rank of Dy Secretary
with Stamp indicating the name & designation of Officer