



# NATIONAL BOARD OF EXAMINATIONS NEW DELHI

Dated: 03.03.2021

## VACANCY NOTICE

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**Sub:** – Research Associate (on contract basis)

Applications are invited for tenure based position of Research Associate (on contract basis) in National Board of Examinations, New Delhi as per details given below: –

Name of the Position	:	Research Associate (on contract basis)
No. of Position	:	01 (One)
Total Emoluments	:	₹30,000 – 40,000/-*
Tenure of Position	:	upto three months

### Educational and other Qualification:

- A Graduate Degree from a recognized University (as per provisions of UGC act) with experience of 10 years in reputed organization in finance and accounts with specialization in handling indirect Tax particularly in GST related matters.

### Desirable Skill:

- Excellent analytical ability, communication skills, knowledge and application of qualitative and quantitative research methods etc.
- Ability to discover and apply electronic/internet based resources literature research and review techniques.
- Proficient in use of application such as MS Excel, MS Word, MS PowerPoint, MS Outlook Express, MS Access, Internet based and such common computer applications/tools.

### Terms & Conditions:

1. The selected candidate is supposed to join the duties within a week time.
2. Accommodation will not be provided by the NBE.
3. This position is transferable/located on All India Basis at any location deemed appropriate by NBE.
4. NBE reserves its absolute rights to alter/delete/modify or amends any or all of the above criteria.
5. The decision of NBE shall be final and binding in all respects.
6. Desirous and eligible candidates have to bring detailed bio-data alongwith a set of photocopies of all supportive testimonials with originals.
7. Queries if any in this regard, shall not be considered.
8. The application alongwith attested copies of supporting testimonials should reach to **The Joint Director (Admn.), National Board of Examinations, Medical Enclave, M. G. Marg (Ring-Road), Ansari Nagar, New Delhi 110029.**
9. The envelope containing the application form should be super-scribed as **“Application for the post of Research Associate (On Contract Basis)”**.
10. Last date of receipt of application is **10<sup>th</sup> March’ 2021.**

\* depending upon experience & qualification.



NBE