



MAULANA AZAD EDUCATION FOUNDATION

(Ministry of Minority Affairs, Govt. of India)

Maulana Azad Campus, Chelmsford Road, New Delhi - 110055

Advertisement for inviting applications

Maulana Azad Education Foundation (MAEF) promotes education among educationally backward minorities and other weaker sections of the society through its schemes/ programmes viz scholarship Grant in Aid, Gharib Nawaz Skill Development Training Programme for Minorities (GNSDTFM), Swachh Vidyalaya, Capacity building for Madarsa Teachers, Bridge Course etc. MAEF invites applications from thwe eligible candidates for the below mentioned Contractual Posts in various functional areas.

S. No.	Name of the Post	No of Post	Pay	Age limit	Educational & other qualification for Contractual Appointment	Qualification in case of Recruitment by Deputation
1.	Manager	03	₹65000/- + ₹25000/- (HRA) + ₹8000/- (TA) + ₹1500/- (Medical Insurance) + ₹6500/- (EPF) + ₹3000/- (Children Education Allowance on Submission of claim)	35-50 years	Post graduate with at least 7 years of experience in relevant field with at least 3 years in as Managerial capacity	Central govt. officers working as Under Secretary in the pay band of ₹15600/- 39100/- with grade pay ₹6600/- or a Section Officer with 6 years of regular service as Section Officer. Desirable : Persons with experience in audit/ accounts/ finance
2.	Assistant Manager	05	₹55000/- + ₹20000/- (HRA) + ₹6000/- (TA) + ₹1500/- (Medical Insurance) + ₹5500/- (EPF) + ₹3000/- (Children Education Allowance on submission of claim)	30-45 years	Post graduate with at least 5 years of experience in relevant field with at least 3 years in as managerial capacity	An officer working at the level of Section Officer and drawing a grade pay of ₹5400/-
3.	Associate	05	₹30000/ + ₹15000/- (HRA) + ₹4000/- (TA) + ₹1500/- (Medical Insurance) + ₹3000/- (EPF) + ₹3000/- (Children Education Allowance on submission of claim)	25-40 years	Graduate with 1-3 years relevant experience	

* Annual increment- an increment based on the performance appraisal at the rate of 5% of the pay will be given to all the contractual employees.

** Gratuity will be paid on completion of five years of satisfactory service to all the employees.

Note: Interested candidates may apply online/speed post to the Secretary & CEO, MAEF, Maulana Azad Campus, Chelmsford Road, New Delhi-110055. Last date for receipt of application is December 15, 2018. For further details kindly refer to our official website <http://maef.nic.in>. Government officials applying for the post may forward their advance application to the above address while submitting the same through proper channel.