

**A-11013/1/2022-ADM**  
**Government of India,**  
**Department of Personnel & Training,**  
**LAL BHADUR SHASTRI NATIONAL ACADEMY OF ADMINISTRATION MUSSOORIE**

**Dated: 23<sup>rd</sup> July, 2024**

**Vacancy Circular**

Lal Bahadur Shastri National Academy of Administration (LBSNAA), Mussoorie, the apex institution for training of senior civil servants wishes to engage the services of bright young professionals as Teaching Associates (Research Interns) to assist the faculty in teaching/Training and Research activities. Post Graduates in relevant discipline who have an interest and aptitude for training/research are eligible.

Details of the vacancy are as mentioned below:

Sl. No.	Subject	No. of Vacancies	Educational Qualification
1.	Public Administration	02	Post Graduate in Public Administration or a relevant discipline in Social Sciences
2.	Political Science & Constitutional Law	01	Post Graduate in Political Science
3.	Rural & Agriculture, Social Sector, Infrastructure, Technology, Governance, Security & Foreign Affairs, Commerce & Industry, Resources, Finance & Economy, Welfare & Training	01 in each	Post Graduate in relevant sectors.
Note:	Preference will be given to persons who are registered for a Ph.D or are pursuing M. Phil program in relevant discipline and to those who may have worked in similar capacity in the past.		

Interested candidates are required to submit their application in the prescribed Proforma to the Director, Lal Bahadur Shastri National Academy of Administration, Mussoorie or mail the same to [aoadmn-lbsnaa@gov.in](mailto:aoadmn-lbsnaa@gov.in) along with relevant documents (i.e 10th pass certificate, essential qualifications certificate and experience certificate, if any) within 20 days of the publication of advertisement in newspapers. Applications found incomplete will not be considered.

  
(Shelesh Nawal)  
Deputy Director

**Qualifications and Terms of Appointment for the post of Teaching Associate (Research Intern)**

- i. Post-Graduation Degree in discipline relevant to the subject i.e. (i) Public Administration; and (ii) Political Science & Constitutional Law, and (iii) other Sectors i.e. Rural & Agriculture, Social Sector, Infrastructure, Technology, Governance, Security & Foreign Affairs, Commerce & Industry, Resources, Finance & Economy, Welfare & Training with at least 55% marks and having an aptitude for academics and research.
- ii. Candidates should be proficient in use of computers.
- iii. Preference will be given to persons who are registered for a Ph.D or are pursuing M.Phil programme in relevant discipline and to those who may have worked in similar capacity in the past.
- iv. Teaching Associate (Research Intern) will be appointed on Contract for a term of one year, which may be extended by another two terms of one year each based on performance appraisal. No Research Interns (Teaching Associate) will be engaged beyond three terms in any case.
- v. In case work of any Interns is not satisfactory, the contract can be terminated any time after giving a notice of 1 month or, at the discretion of the Academy, by giving one month remuneration in lieu of the notice. An Intern may also terminate the contract after giving one month notice or payment of one month remuneration in lieu thereof.
- vi. Research Interns (Teaching Associates) will be paid a consolidated remuneration of Rs 40,000 p.m. The amount of remuneration so fixed, shall remain unchanged during the term of contract including extension, if any and will be provided accommodation in hostels (on twin sharing basis) on payment of prescribed charges.
- vii. If travel on official duty, Research Interns (Teaching Associates) will be reimbursed travel expenses at the rates applicable to a Group 'B' employees in Level 6 in the pay matrix.
- viii. Candidates should be below 35 years of age.

  
(Shelesh Nawal)  
Deputy Director

## Annexure-II

### APPLICATION PROFORMA

FOR THE POSITION OF RESEARCH INTERN \_\_\_\_\_

passport  
size self-  
attested Photo  
here  
(not more  
than 3 months  
old)

1. Name in Block letters:
2. Father's name in Block letters:
3. Gender: [Male / Female / Transgender]
4. Address in Block letters:
5. Phone no. & e-mail address:
6. Date of Birth (in Christian era):
7. Personal ID No. / Aadhaar number:
8. PAN number:
9. Educational Qualifications (12" Class and above):

Sl. No.	Name of Board/University	Year of Passing	Degree & Subjects	Overall Marks	%	Distinction if any
1						
2						
3						
4						

10. Are you currently registered as a student? If yes, give details. If no, please specify your current occupation.
11. In case you have qualified UGC NET, give details of subjects and marks obtained?

12. Professional experience if any:
13. Why do you wish to join the Academy as a Research Intern (Please attach a separate sheet, not exceeding 250 words)
14. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.
15. Please give details of  
(i) Research Publications and Reports and Special Projects,  
(ii) Awards/Scholarship/Official Appreciation,  
(iii) Affiliation with the professional bodies/institutions/societies and  
(iv) any other information that you think will strengthen your application.
16. Name and contact details of two References (Ex/current teachers)

Signature of the candidate with date

Address: \_\_\_\_\_

\_\_\_\_\_

Mobile/Telephone No \_\_\_\_\_