



सत्यमेव जयते

**F.No.1/1/2015/ MAEF- (Appts)  
Government of India  
Ministry of Minority Affairs**

Ministry of Minority Affairs invites applications to fill up the following vacant posts of Maulana Azad Education Foundation (MAEF), a society established under the Ministry of Minority Affairs, to promote education among educationally backward minorities and other weaker sections, from eligible candidates on deputation basis for Government Officials and / or from Expert Non-official Professionals on contractual basis for a fixed term of 5 (five) years:

**1. Name of the Post:- Secretary & Chief Executive Officer.**

**Eligible Persons:**

**Government officials on deputation:-** (i) Officers of All India or other Central Services holding the post of Director or equivalent with five years of regular service in the post and in the pay scale of Rs.37400-67000 with grade pay of Rs.8700/- or above; or

(ii) Associate Professor or equivalent Officer in an established academic institution/research centers with at least 5 years regular service in the pay scale of Rs.37400-67000 with grade pay Rs.8700/-.

**Expert non-official professionals (On Contractual Basis):-** Post- graduate with preference to MBA or equivalent with at least 15 years relevant work experience in social and responsible organization of which at least 3 years in a leadership role, etc.

**Age Limit:- The maximum age limit shall not be exceeding 56 years as on the closing date of the receipt of application.**

**2. Name of the Post:- Chief Financial Officer.**

**Eligible Persons:**

**Government officials on deputation:-** Officers of All India or other Central Services holding the post of Deputy Secretary or equivalent with Grade Pay of Rs. 7,600/- or above having five years experience of handling financial/accounts matters.

**Expert non-official professionals (On Contractual Basis):** - Post Graduate in Finance/Commerce or C.A. with 15 years of relevant experience, etc.

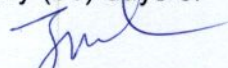
**Age Limit:- The maximum age limit shall not be exceeding 56 years as on the closing date of the receipt of application**

**3. Name of the Post: - Chief Knowledge Officer.**

**Expert non-official professionals:-** Post Graduate with at least 15 years of relevant experience in non- profit/social entrepreneurship organization of which at least 3 years in a leadership role.

**Age Limit:- 45-55 years.**

Interested candidates may apply to the Under Secretary (Scholarships) Ministry of Minority Affairs, 11th Floor, Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi-110003 with their bio-data as per the proforma available on the websites given below within 30 days from the date of publishing in Employment News by speed post or by email postmatric-mma@nic.in. For further details on the eligibility job specifications and responsibility visit our website [www.minorityaffairs.gov.in](http://www.minorityaffairs.gov.in). / [www.maef.nic.in](http://www.maef.nic.in). Government officials applying for the post may also forward their advance application to the above address or email before submitting the same through proper channel. However, the latter would invariably be required within Thirty (30) days of the closing date.

  
**(Aditya S. Singh)  
US (Scholarship)  
Tel- 011-24302520**