



दूरस्थ और सतत् शिक्षा विभाग
Department of Distance and Continuing Education
मुक्त शिक्षा विद्यालय/ School of Open Learning
मुक्त शिक्षा परिसर/ Campus of Open Learning
दिल्ली विश्वविद्यालय, दिल्ली 110007
University of Delhi, Delhi – 110007



Endt.No./SOL/Estab.-II/24/887

Dated: 18 July, 2024

ADVERTISEMENT FOR EMPANELMENT OF- 1. CONTENT WRITERS AND ACADEMIC COUNSELORS/ RESOURCE PERSONS/ GUEST FACULTY; 2. SKILL TRAINERS; 3. TECHNICAL INTERNS

1. Details of Advertisement for Empanelment of Content Writers and Academic Counsellors/Resource Persons/Guest Faculty

The Department of Distance and Continuing Education, School of Open Learning, Campus of Open Learning, University of Delhi, invites online application for empanelment of Content Writers and Academic Counsellors/ Resource Persons/ Guest Faculty. Their roles involve writing academic content, Academic Counseling Sessions (PCP classes online/offline), and evaluation of answer scripts for the following subjects:

- | | |
|---------------------------|------------------------|
| 1. Assamese | 14. Library Sciences |
| 2. Bengali | 15. Management Studies |
| 3. Biology | 16. Mathematics |
| 4. Chemistry | 17. Physics |
| 5. Commerce | 18. Political Science |
| 6. Computer Science | 19. Psychology |
| 7. Economics | 20. Punjabi |
| 8. Education | 21. Sanskrit |
| 9. English | 22. Statistics |
| 10. Environmental Studies | 23. Tamil |
| 11. Financial Studies | 24. Telugu |
| 12. Hindi | 25. Urdu |
| 13. History | 26. Zoology |



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Requisites:

1. Essential Qualifications:

- i) A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned/relevant/allied subject from an Indian University, or an equivalent degree from an accredited foreign university.
- ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR (exemption from NET shall be granted in accordance with clause (ii) and (iii) of General Note in the last section of this document.

General Note:

- (i) The candidates will be selected on the basis of merit by the duly constituted Selection Committees
- (ii) The National Eligibility Test (NET) shall be the minimum eligibility for appointment of Content Writers and Academic Counsellors/ Resource Persons/ Guest Faculty

Provided that candidates who have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulation, 2009, or the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulation, 2016, and their subsequent amendments from time to time, as the case may be, shall be exempted from the requirement of the minimum eligibility condition of NET for empanelment of content writers and academic counsellors/resource persons/guest faculty.

Provided further that the award of degree to candidates registered for the M.Phil./Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye- laws / Regulations of the Institutions awarding the degree. All such Ph.D. candidates shall be exempted from the requirement of NET for empanelment of content writers and academic counsellors/resource persons/guest faculty in SOL subject to the fulfillment of the following conditions:

- a) The Ph.D. degree of the candidate has been awarded in regular mode only.
- b) The Ph.D. thesis has been awarded by at least two external examiners;
- c) An open Ph.D. viva voce of the candidate has been conducted;
- d) The candidate has published two research papers from her/his Ph.D. work out of which at least one is in a refereed journal.
- e) The candidate has presented at least two papers, based on her/his Ph.D. work in conferences/seminars sponsored/ funded/supported by the UGC/ICSSR/CSIR or any similar agency. The fulfillment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

2. Work Experience (Desirable):

Candidates with prior teaching experience, experience in content writing for Open and Distance Learning Programmes and/or experience of preparing e-content and MOOCs for the above mentioned subjects, will be given preference.



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3. Remuneration:

The remuneration will be paid as per UGC/DU/SOL/COL norms.

4. Availability Requirements:

The candidate is expected to conduct classes during gazetted holidays, weekends, and evening hours on weekdays.

The Interested candidates with the required qualifications and experience (if any), and possessing good writing and presentation skills, may submit their applications online in the prescribed format available on the following link https://web.sol.du.ac.in/misc/content_writer_app/app_login . The last date of submission of online application is two weeks from the date of publication of this Advertisement in Employment News.

Principal, SOL

Important Information:

The online applications received will be screened and thereafter the shortlisted candidates will be informed about the interaction schedule via email as well as through SOL website.

For this purpose, candidates must bring original testimonials, a copy of their application form and a recent passport-size photograph.

No TA/DA will be paid to the shortlisted candidates for appearing in the interaction round.



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2. Details of Advertisement for Empanelment of Skill Trainers

The Department of Distance and Continuing Education, School of Open Learning, Campus of Open Learning, University of Delhi, invites online application for empanelment of Skill Trainers for the following courses:

Post. No	Title of Course
1.	Graphic Design and DTP
2.	Animation, Motion Graphics, Photography and Video Editing
3.	Radio Jockeying, Anchoring, T.V Journalism
4.	Stenography, Secretarial Practices, and IT Skills
5.	Beauty and Hair Lab
6.	Bakery and Confectionery
7.	AC Refrigerator Repairing
8.	Medical Transcription
9.	Certificate Course in Programming
10.	Certificate Course in Digital & Social Media Marketing
11.	Certificate Course in Computer Application (MS office)
12.	Certificate Course in Cyber Security
13.	Certificate Course in Data Science using Python
14.	Certificate Course in Web Design
15.	Certificate Course in Cloud Computing
16.	Certificate course in Computer Hardware & Networking
17.	Certificate Course in Linux System Administration
18.	Certificate Course in Network Associate
19.	Certificate Course in Tally and E accounting
20.	Certificate Course in Personal Finance
21.	Certificate Course in GST Executive
22.	Certificate Course in Statutory Executive
23.	Certificate Course in Finance Executive
24.	Certificate Course in GST Assistant OJT
25.	Certificate Course in Accounts Assistant OJT
26.	Certificate Course in Electric Vehicle Repairing
27.	Certificate Course in Motor Driving
28.	Certificate Course in Excel and Advance Excel
29.	Certificate Course in Drone Pilot Training



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30.	Certificate Course in Drone Repair & Assembly and Aeromodelling
31.	Certificate Course in Jyotish
32.	Certificate Course in Digital Marketing

Requisites:

Post No.1 Graphic Design and DTP

- **Essential Qualifications:**
 - Diploma/Certificate in Graphics Design
 - Proficiency in Adobe Photoshop, InDesign, CorelDraw, QuarkXPress
- **Desirable:**
 - One year of teaching experience or industry experience in the same field

Post No.2 Animation, Motion Graphics, Photography, and Video Editing

- **Essential Qualifications:**
 - Certificate in Video Editing & Animation, Motion Graphics
 - Proficiency in Adobe Suite (Photoshop, InDesign, Illustrator, Animate), Moho, Maya, 3DMax, CorelDraw, Blender
- **Desirable:**
 - One year of teaching experience or industry experience in the same field

Post No.3 Radio Jockeying, Anchoring, T.V Journalism

- **Essential Qualifications:**
 - Diploma/Certificate or notable specialization in Radio Jockeying, Anchoring, T.V.Journalism
 - Strong communication skills
- **Desirable:**
 - One year of teaching experience or industry experience in the same field
or
 - Notable performance in above fields

Post No.4 Stenography, Secretarial Practices, and IT Skills

- **Essential Qualifications:**
 - Diploma in Stenography & Secretarial Practices (Preference given to ITI or State Board of Technical Education graduates)
- **Desirable:**
 - One year of teaching experience or industry experience in the same field



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Post No.5 Beauty and Hair Lab

- **Essential Qualifications:**
 - Certificate/Diploma in Beauty and Hair Lab (Preference given to ITI or State Board of Technical Education graduates)
- **Desirable:**
 - One year of teaching experience or industry experience in the same field
or
 - Two years of notable work experience in a renowned salon

Post No.6 Bakery and Confectionery

- **Essential Qualifications:**
 - Certificate/Diploma in Bakery and Confectionery (Preference given to ITI or State Board of Technical Education graduates)
- **Desirable:**
 - One year of teaching experience or industry experience in the same field

Post No.7 AC Refrigerator Repairing

- **Essential Qualifications:**
 - Certificate/Diploma in AC Refrigerator Repairing (Preference given to ITI or State Board of Technical Education graduates)
- **Desirable:**
 - One year of teaching experience or industry experience in the same field

Post No.8 Medical Transcription

- **Essential Qualifications:**
 - Graduation
 - Certificate/Diploma in Medical Transcription
- **Desirable:**
 - One year of teaching experience or industry experience in the same field

Post No.9 Certificate Course in Programming

- **Essential Qualifications:**
 - Graduation, BCA, M.Sc. Computer Science, MCA, B.Tech, M.Tech, or Diploma from ITI or State Board of Technical Education (Computer Programming Assistant)
- **Desirable:**
 - One year of teaching experience or industry experience using C, C++, .Net, VB.net, Python, Fortran, Java



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Post No.10 Certificate Course in Digital & Social Media Marketing

- **Essential Qualifications:**
 - Certificate/Diploma in Digital & Social Media Marketing
- **Desirable:**
 - One year of teaching experience or industry experience in the same field

Post No.11 Certificate Course in Computer Application (MS Office)

- **Essential Qualifications:**
 - Graduation, BCA, M.Sc. Computer Science, MCA, B.Tech, M.Tech, or Certificate/Diploma from ITI or State Board of Technical Education in a relevant field
- **Desirable:**
 - One year of teaching experience or industry experience in the same field

Post No.12 Certificate Course in Cyber Security

- **Essential Qualifications:**
 - Graduation, BCA, M.Sc. Computer Science, MCA, B.Tech, M.Tech
 - Certificate/Diploma in Cyber Security
- **Desirable:**
 - One year of teaching experience or industry experience in the same field
 - Preference given to candidates holding a "CEH" Certificate

Post No.13 Certificate Course in Data Science using Python

- **Essential Qualifications:**
 - Graduation, BCA, M.Sc. Computer Science, MCA, B.Tech, M.Tech
 - Certificate/Diploma in Data Science & Machine Learning/Data Science Professional Certificate/Python
- **Desirable:**
 - One year of teaching experience or industry experience in the same field

Post No.14 Certificate Course in Web Design

- **Essential Qualifications:**
 - Graduation, BCA, M.Sc. Computer Science, MCA, B.Tech, M.Tech
 - Certificate/Diploma in Web Design
 - Proficiency in WordPress, Bootstrap, HTML5, CSS3, VSCODE, JavaScript, PHP
- **Desirable:**
 - One year of teaching experience or industry experience in the same field



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Post No.15 Certificate Course in Cloud Computing

- **Essential Qualifications:**
 - Graduation, BCA, M.Sc. Computer Science, MCA, B.Tech, M.Tech
- **Desirable:**
 - One year of teaching experience or industry experience in the same field
 - Certificate/Diploma in Cloud Computing (AWS)

Post No.16 Certificate Course in Computer Hardware & Networking

- **Essential Qualifications:**
 - Graduation, BCA, M.Sc. Computer Science, MCA, B.Tech, M.Tech
 - Certificate/Diploma in Computer Hardware & Networking
- **Desirable:**
 - One year of teaching experience or industry experience in the same field
 - Preference given to IIHT, JETKING, MCSE, CCNA, CompTIA certificate holder

Post No.17 Certificate Course in Linux System Administration

- **Essential Qualifications:**
 - Graduation, BCA, M.Sc. Computer Science, MCA, B.Tech, M.Tech
 - Certificate/Diploma in Computer Hardware & Networking
- **Desirable:**
 - One year of teaching experience or industry experience in the same field
 - RedHat (RHCE) certificate holders preferred

Post No.18 Certificate Course in Network Associate

- **Essential Qualifications:**
 - Graduation, BCA, M.Sc. Computer Science, MCA, B.Tech, M.Tech
 - Certificate/Diploma in Computer Hardware & Networking
- **Desirable:**
 - One year of teaching experience or industry experience in the same field
 - Preference given to IIHT, JETKING, MCSE, CCNA, CompTIA, RedHat (RHCE) certificate holders

Post No. 19-25 Business and Accounting Related Roles

- **Essential Qualifications:**
 - Certificate/Diploma in Tally, GST, and E-Accounting
- **Desirable:**
 - One year of teaching experience or industry experience in the same field
 - Tally and certified GST Trainer or experts preferred
 - Qualified CA/CWA certificate holders have an added advantage



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Post No. 26 Certificate Course in Electric Vehicle Repairing

- **Essential Qualifications:**
 - Certificate/Diploma/Degree in Electric Engineering, Electronics and Communication, or Electronics Engineering (Preference given to ITI or State Board of Technical Education/Vocational Education graduates)
- **Desirable:**
 - Three years of industry experience in the same field

Post No. 27 Certificate Course in Motor Driving

- **Essential Qualifications:**
 - 10th grade or higher with a heavy driving license, and three years of experience as a motor driving trainer from a registered driving school
- **Desirable:**
 - Preference for ITI or State Board of Technical Education/Vocational Education in Motor Vehicle Repairing

Post No. 28 Certificate Course in Excel and Advance Excel

- **Essential Qualifications:**
 - Certificate/Diploma in MS Excel and Advance Excel
- **Desirable:**
 - One year of experience in teaching Excel and Advanced Excel functions

Post No. 29 Certificate Course in Drone Pilot Training

- **Essential Qualifications:**
 - Certificate/Diploma in Drone Technology
- **Desirable:**
 - One year of experience in the field of drone pilot training

Post No. 30 Certificate Course in Drone Repair & Assembly and Aeromodelling

- **Essential Qualifications:**
 - Certificate/Diploma in Drone Technology
- **Desirable:**
 - One year of experience in drone repair, assembly, maintenance, aeromodelling or related fields



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Post No. 31 Certificate Course in Jyotish

- **Essential Qualifications:**
 - Certificate/Diploma in Jyotish
- **Desirable:**
 - One year of experience in teaching Jyotish

Post No. 32 Certificate Course in Digital Marketing

- **Essential Qualifications:**
 - Graduation in any field
 - Certificate/Diploma in Digital Marketing or related fields
- **Desirable:**
 - One year of industry experience in digital marketing

Remuneration:

The remuneration will be paid according to the norms and is negotiable for extraordinary and experienced candidates.

Note: Anyone with exceptional talent in any relevant field, please feel free to contact us.

The Interested candidates with the required qualifications and experience (if any), may submit their applications online in the prescribed format available on the following link https://web.sol.du.ac.in/misc/skill_trainers/app_login. Alternatively, the candidates may fill the Google Form ([click here](#)) and submit a hard copy of the filled form to the below mentioned address by hand/speed post/registered post/courier.

Address - OLDC, Second Floor, ARC Building, University of Delhi, Opposite S.G.T.B. Khalsa College, Delhi-110007

The last date of submission of online application is two weeks from the date of publication of this Advertisement in Employment News.

Principal, SOL

Important Information:

The online applications received will be screened and thereafter the shortlisted candidates will be informed about the interaction schedule via email as well as through SOL website as and when necessary.

For this purpose, candidates must bring original testimonials, a copy of their application form and a recent passport-size photograph.

No TA/DA will be paid to the shortlisted candidates for appearing in the interaction round.



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3. Details of Advertisement for Technical Internship Opportunity

Position Description: As a technical intern, he/she will collaborate with our development team to innovate and enhance our online education platforms, including MOOCs (Massive Open Online Course). He/she will contribute to building scalable and robust solutions that offer exceptional learning experience to users worldwide.

Responsibilities:

- AR/VR experts
- Understanding and work experience in handling Scientific Linux 7.
- Assist in the development and maintenance of our online learning platforms and other IT platforms.
- Work with various technologies and computer lab.
- Participate in the design and testing of new software/Video Editing.
- Collaborate with cross-functional teams to understand user needs and integrate feedback into development.
- Audio/Video recording
- Animation on Maya

Qualifications:

- Minimum Undergraduate degree preferably in Computer Science, Information Technology, or related fields.
- Having skill in programming languages.
- Interest in online education and digital learning platforms.
- Excellent problem-solving skills and a keen attention to detail.

Duration and Location:

- The internship is a 6-month, full-time position at any centre of SOL/COL.

Remuneration:

- As per SOL/COL rules.

Important Information:

The Interested candidates with the required qualifications and experience (if any), may submit their applications online in the prescribed format available on the following link https://web.sol.du.ac.in/misc/technical_interns/app_login.

The online applications received will be screened and thereafter the shortlisted candidates will be informed about the interaction schedule via email as well as through SOL website as and when required.

For this purpose, candidates must bring original testimonials, a copy of their application form and a recent passport-size photograph.

No TA/DA will be paid to the shortlisted candidates for appearing in the interaction round.

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