



DIRECTORATE GENERAL **NATIONAL CADET CORPS**



HIRING OF ESM AS CONTRACTUAL INSTRUCTOR STAFF AS PER EXPANSION PLAN OF NCC

General

1. Ministry of Defence, Govt of India has sanctioned the expansion of NCC vide their Government Sanction Letter No 8/20/2024-D (GS-VI) dated 01 Jul 2024.
2. In order to implement the expansion plan, **Directorate General National Cadet Corps (DGNCC)** will be hiring **Ex Servicemen (ESM) JCOs (Sub/ Nb Sub) and Havs (Substantive) as Principal Instructor (PI) Staff on contractual basis** in the all NCC Directorates.

Requirement of Hiring

3. ESM will be hired across NCC State Directorates as per distribution of vacancies given below:-

Ser No	State NCC Directorate	No of ESM (PI) Vacancy		Remarks
		JCO	NCO	
1	Andhra Pradesh & Telangana (AP&T)	20	32	
2	Bihar & Jharkhand (B&J)	15	36	
3	Delhi	6	12	
4	Gujarat (Guj)	10	20	
5	Jammu Kashmir & Ladakh (JK&L)	07	14	
6	Karnataka & Goa (K&G)	11	19	
7	Kerala & Lakshadweep (K&L)	14	22	
8	Maharashtra (Mah)	18	33	
9	Madhya Pradesh & Chhattisgarh (MP&CG)	26	45	
10	North East Region (NER)	08	16	
11	Odisha	12	28	
12	Panjab, Haryana, Himachal Pradesh & Chandigarh (PHHP&C)	20	39	
13	Rajasthan (Raj)	09	17	
14	Tamil Nadu, Puduchchery & Andaman Nicobar (TNP&AN)	19	41	
15	Uttarakhand (UK)	08	19	
16	Uttar Pradesh (UP)	12	20	
17	West Bengal & Sikkim (WB&S)	13	25	
Total		228	438	

Note:- Unfilled vacancies of 1st Year (2025-26) will not be carried forward or merged with 2nd Year (2026-27). The decision for filling up the same will be communicated separately to respective Directorates.

HIRING PROCEDURE

4. Hiring at State Dte Level. The procedure that will be followed for hiring of ESM is as under:-

4.1 Application Submission. Interested candidates will be required to fill/ send their applications online on the links/ e-mail IDs and also by post at the address mentioned at **Appendix A**. The application will be submitted by the candidate in individual capacity. Supporting documents will have to be scanned in pdf format as a single document and photographs saved as pdf (**with total size of all documents not exceeding 5 MB**)# will be uploaded along with the Application Form. After successfully filling the application, the applicant is required to take a print out of the online application which is to be taken along for the interview once called along with original certificates for verification. Filling of Application Form only will not be a reason to call for interview. Those shortlisted only will be called for interview.

Size restriction for scanned copies of documents exist while applying in Bihar & Jharkhand and Uttarakhand State Dte only.

4.2 Screening. The applications will be screened by a Board of Officers at each State Directorate. This will be done to ascertain candidate meeting minimum eligibility criteria including educational qualification, age limits and relevant experience. The candidates will submit Medical Fitness Certificates issued at the time of release from the Army. In addition, a medical fitness certificate (issued by the OIC ECHS/ Civil Surgeon) stating present fitness state will also be submitted. The documents provided by the candidate will be validated by the Board of Officers and thereafter, the list of final candidates will be prepared for interview. The final list of candidates will be shared to the shortlisted candidates through e-mail.

4.3 Interview. Shortlisted candidates will be invited for interview on the specific dates and locations as given by State NCC Directorates subsequently to evaluate the suitability of the candidates for the allotted vacancies.

4.4 Documents Verification. Candidates who successfully clear the interview stage will undergo detailed document verification to confirm qualification, age and experience. Besides docu mentioned at Para 5.3, applicants will be required to submit a police verification on the date of interview.

4.5 Selection. After completing all the stages of the recruitment process the Board of Officers will select the most suitable candidates for the specified position and location including the Reserve list, which will be 20% in each category.

4.6 Contract Agreement. Selected candidates will receive appointment letter by signing the contract with the State Directorates specifying the terms and conditions of their contract including salary, duration, location, responsibilities, date of commencement of their service and other entitlement aspects.

4.7 Induction. After the contract agreement is signed, the selected candidates will join their respective posts at designated location on specified dates.

4.8 Probation. The ESM shall be on a probation period for **Three (03) months** from the Date of Joining/ Reporting on Duty. During probation stage, should the individual be found unfit physically or medically, lacking discipline or not meeting standards to impart trg to cadets, the employment of the individual

may be terminated. Also, case of falsifying data/ documents found at any stage of employment will render the employment liable for termination.

5. How to Apply ?

5.1. Application Form. The application will be duly filled online (only for Bihar & Jharkhand and Uttarakhand NCC State Dte) / sent via e-mail and **also by post** to the concerned State Directorate depending on the chosen place of employment as given out at **Appendix A**. The format of the application form is attached as **Annexure I**.

5.2. Date of Submission. Last date for submission of applications online is **20 Jan 2026**. It is mandatory to apply online (where applicable) or send your applications through e-mail and by post also to the addresses listed at **Appendix A**.

5.3. Documents Required. The following documents need to be attached and forwarded:-

5.3.1 Application Form (given in **Annexure I**).

5.3.2 Self-attested Copy of Aadhaar Card.

5.3.3 Attested Copy of Permanent & Present address proof.

5.3.4 Copy of Pension Payment Order (PPO).

5.3.5 Copy of Character Certificate issued by the last army unit/ organisation at the time of retirement.

5.3.6 Certificate of Army and Civil Courses Done (if applicable).

5.3.7. Copy of Medical Fitness Certificate issued at the time of release.

5.3.8 Copy of Present Med fitness by OIC ECHS/ Civil Surgeon.

5.3.9 Form 11 of EPF Act 1952 (Given in **Annexure II**).

5.3.10 Insurance Declaration (Given in **Annexure III**).

5.3.11 Pt II Orders of Honours & Awards/ Special Achievement (if applicable).

5.3.12 Latest passport size photo attached (size not greater than 50kb).

5.4. Locations for Employment. The state wise locations for employment in the following State Directorates have been given below. The exact date and location of interview will be intimated by the respective State Directorates subsequently to the shortlisted candidates:-

Ser No	State NCC Directorate	Location of Employment	Date of Interview
1	AP&T	To be intimated by State Directorate	Tentatively in Jan/Feb 2026 . Exact Dates and locations of Interview will be intimated by respective State Directorate subsequently
2	B&J		
3	Delhi		
4	Guj		
5	JK&L		
6	K&G		
7	K&L		

Ser No	State NCC Directorate	Location of Employment	Date of Interview
8	Mah		Tentatively in Jan/Feb 2026 . Exact Dates and locations of Interview will be intimated by respective State Directorate subsequently
9	MP&CG		
10	NER	To be intimated by State Directorate	
11	Odisha		
12	PHHP&C		
13	Raj		
14	TNP&AN		
15	UK		
16	UP		
17	WB&S		

5.5. Contact Details. The application form alongwith the requisite documents as per Para 5.3 will be forwarded to the e-mail ID and postal address listed out in **Appendix A** depending on the State Directorate where the applicant wishes to apply. Any queries regarding filling of application form or the entire process of hiring may be clarified from the numbers listed out against each directorate.

TERMS & CONDITIONS FOR HIRING OF EX-SERVICEMEN (JCO/NCO) IN NCC AS CONTRACTUAL PRINCIPAL INSTRUCTOR (PI) STAFF

6. The ESM in NCC units will be hired in **two Categories:-**

3.1. **ESM (PI) JCO.** Subedar (Sub)/Nb Sub (Naib Subedar).

3.2. **ESM (PI) NCO.** Havildar (Hav).

7. The Terms and Conditions for both the above mentioned categories would be the same, except for age, rank and pay profile.

Eligibility Conditions

8. **Service.** The eligibility conditions for hiring of ESM in NCC in the above mentioned categories are as follows:-

8.1 **Should have retired from service in the rank of Havildar for hiring in the rank of Havildar as Contractual Instructor Staff (ESM (PI) NCO) and retired in rank of Sub/Nb Sub for hiring in the rank of Sub/Nb Sub as Contractual Instructor Staff (ESM (PI) JCO).**

8.2 ESM from all Arms & Services of Army are eligible **subject to meeting requisite criteria as laid down Para 9 to 15 below.**

8.3 Personnel who have served in Cat 'A', Cat 'B' Trg Est & Regt Centres as instructors or having 'I' grading in professional courses will be given preference.

9. Educational and Course Qualifications (ESM Instructor). ESM in NCC should preferably be qualified in one of the under mentioned Army courses from Category A or B Training Institute. Also, the preference as mentioned in Para 4.3 above will be given for the undermentioned courses only:-

- 9.1. Platoon Commander Course.
- 9.2. Section Commander Course & equivalent.
- 9.3. Ghatak Course.
- 9.4. Drill Course.
- 9.5. Weapon Training Course.
- 9.6. Mortar Course.
- 9.7. MMG & AGL Course.
- 9.8. Anti Tank Course.
- 9.9. All Arms Signal Course.
- 9.10. LDCT/LGSC/UI Course.
- 9.11. Troop Commander Course & equivalent.
- 9.12. ATGM Course.
- 9.13. Sniper Course.
- 9.14. ADP Course.
- 9.15. D&M Course.
- 9.16. QM Course.
- 9.17. Any other Army courses like ADP etc.

10. Service Rendered. ESM JCO/NCO should have **completed colour service commensurate to his rank prior to retirement from Army**. "MACP holder Naik given MACP of Havildar will not be eligible against Havildar vacancy. Similarly, Havildar given MACP of Nb Sub will be considered as Havildar for the purpose of contract and will be hired against the vacancy of Havildar."

11. Gap in Service. Gap in service should not be more than **Three** years from the date of retirement from former service and date of hiring in NCC. **The ESM should have retired on or after 31 Mar 2023.**

12. Discipline. An individual should meet the following discipline QRs:-

12.1. Should not have more than **One Red Ink entry** during the **former service & No Red Ink entry in the last Five Years of former Service**.

12.2. Personnel previously **awarded punishment for offences/ acts of Moral Turpitude and Financial irregularities** will not be eligible **for Contractual hiring**.

12.3. At the time of discharge from Service his character should be **Exemplary**.

13. In addition to the above, personnel discharged from service for the following reasons are **not eligible** for hiring in subject cat:-

13.1. Discharged administratively from military service under AR 13, AR 13A (Administrative discharge/ fail promotion exam) and AR 14 (termination on grounds of misconduct), Moral turpitude and AA 45(unbecoming conduct).

13.2. Service no longer required (except where discharged under surplus to the establishment).

13.3. Unsuitable for further Military Service.

13.4. Unlikely to become an efficient soldier.

13.5. Ineligible for further retention up-to enhanced service limit during non fulfillment of laid down conditions.

14. Any Imprisonment in civil jail or conviction by a civil court post the discharge of the individual from the Army will render him ineligible. Police verification will be produced by the selected candidates on the date of interview.

15. **Medical Category.**

15.1. JCO and NCO from Army, should be in Medical Category SHAPE-1 at the time of discharge medical. Medical Fitness Certificates issued at the time of release from the Army will be deposited by all candidates at the time of hiring. In addition, a medical fitness certificate (issued by the OIC ECHS/ Civil Surgeon) at the time of signing of contractual agreement will also be submitted.

15.2. Personnel placed in **Low Medical Category (both temporary and permanent) during entire** former service preceding the date of discharge (even upgraded to SHAPE-1 before discharge) **due to “Alcohol Dependence Syndrome” and ‘S’ cases are not eligible.**

15.3. Applicant should have basic physical fitness and should not be suffering from obesity.

Terms & Conditions of Employment

16. **Initial Terms of Engagement and Extension of Service.** The initial Terms of Engagement on contractual basis will be of **Two to Three** Years whereafter one extension of 11 months may be granted by a Board of Officers based on the performance of the individual. Maximum upper age limit for service will not exceed **56 years for ESM JCO & 54 years ESM NCO.**

17. **Probation Period.** On joining NCC, the ESM shall be on probation period for **Three months.** This period shall be utilized for orientation, training and grooming of personnel. However, while on probation, should the performance and discipline of the ESM be found wanting or he is found unsuitable; **his contract can be terminated by respective ADG/DDG** of the particular state directorate.

18. **Termination of Contract.** The contract of ESM hired can be terminated by **respective ADG/DDGs** of the particular state directorate after giving Three month notice on administrative or disciplinary grounds. The ESM can also leave the Job prematurely after notice period of three months or make payment for three months salary.

19. **Discipline in NCC Service.** If the Contractual Instructor Staff (ESM) commits any disciplinary issue, his services can be terminated with approval by ADG/DDG State Directorate.

20. **Procedure for Disciplinary Action.** An enquiry will be carried out at Unit level & forwarded to State Dte for disposal. In case of Major Disciplinary Issues being covered under Criminal Penal Code, the procedures of Civil Criminal Law as applicable will be invoked and the services of Contractual Instructor Staff (ESM) may be terminated without any notice.

21. **Pay and Allowances (Allowance).**

21.1 JCOs and NCOs hired will draw an **All Inclusive Fixed Remuneration of Rs 45,000/- (Rupees Forty five Thousand only)** and **Rs 35,000/- (Rupees Thirty five thousand only)** per month respectively which will include all allowances.

21.2. Annual increment of 3% will be entitled to all hired contractual instructor staff.

22. **Employees Provident Fund.** Employees Provident Fund will not be applicable to this employment as per EPF Act 1952. Applicant to submit Form 11 prescribed in EPF Act 1952 (format attached in **Annexure II**) alongwith the application form.

23. **Insurance.** All applicants should have subscribed to the extended insurance by Army Group Insurance Fund (AGIF) at the time of retirement. A declaration to the same effect shall be deposited alongwith the application form (Format of Declaration attached as **Annexure III**).

24. **Medical.** Medical facilities entitlement will be as entitled to the ESM.

25. **Pension.** The employment is contractual in nature. There will be no pension liability in current appointment.

26. **Uniform and Accoutrements.** The ESM will be responsible for procuring, maintenance & up keep of his uniform.

27. **Posting Management.** ESM while applying will give three choices of state for employment. The ESM hired in NCC will be employed in his first choice of State/Union Territory (UT), if he makes in the merit list of that particular State/ UT. However, the ESM selected & not making in merit list will be given option to be employed in his 2nd/ 3rd Choice depending upon the vacs available in that state or in any other State/ UT where vacancies exists.

28. **Accommodation.** Under own arrangements.

29. **Leave.** Earned lve of 1.5 days per month will be applicable in addition to Sundays and National Holidays, which may be combined to a maximum of six (06) months, that is nine (09) days at a stretch. Any accumulation beyond six months will render the leave to be lapsed. When NCC activities take place on Sundays and National/ State holidays, no compensatory leave will be given.

30. **Training.** 14 to 21 Days training for newly enrolled ESM will be carried out under the aegis of State Directorates.

Appendix A
(Refer Para 4.1 of this document)

CONTACT DETAILS FOR SENDING OF APPLICATIONS/ QUERIES

Ser No	State Dte	Official E-Mail ID	Postal Address
1.	AP&T	adpers.ncc-ap@nic.in	NCC Dte AP & T General Chowdhary Marg Hyderabad-500003
2.	B&J	nccdtebj.in	NCC Dte (Bihar & Jharkhand) Next to CDA Building Rajendra Path, Patna-800019
3.	Delhi	jtdirpersnccdtedel@nccindia.nic.in	NCC Bhawan, Pocket 8, Sector 19, Rohini, Delhi-110089
4.	Guj	adpers-nccdtegujrat@nccindia.nic.in	NCC Directorate Gujrat Dadra Nagar Haveli, Daman & Diu Hanuman Camp, Shahibaug, Ahmedabad Cantt-380004
5.	JK&L	adadm-jkldte@nccindia.nic.in	NCC Dte, JK & L Rashid Villa, Canal Road Jammu (J & K) – 180001 (Near KC Central)
6.	K&G	jtdirpc.kardte@nccindia.nic.in	NCC Dte (Kar & Goa) KSCMF Building, 4 th Floor No 8, Cunningham Road, Bangalore-560001
7.	K&L	adperskeraladte@gmail.com	NCC Dte (K&L) Cotton Hill Bungalow Trivandrum-695010
8.	Mah	adpnc-mhdte@nccindia.ic.in adpncmahncc@gmail.com	NCC Dte Maharashtra AFI Bldg Bombay Hospital Lane Dhobitalao, Mumabi-400020
9.	MP & CG	adpersmpcg-dte@nccindia.nic.in	NCC Directorate MP&CG Building No P-77, Sultania Infantry Lines, Bhopal-462001
10.	NER	adaner-dte@nccindia.nic.in	NCC Dte NER (Shillong) PIN-793001, c/o 99 APO
11.	Odisha	adpc-ncc.odisha@nccindia.ncc.in	NCC Directorate Odisha NCC Nagar, Plot No G-41D Chandrasekharpur Bhubneshwar-751016
12.	PHHP&C	adpncphhpc-dte@nccindia.nic.in	NCC Dte Punjab, Haryana, Himachal Pradesh & Chandigarh Kendriya Sadan, 5 th Floor Sector-9A Chandigarh-160009
13.	Raj	jdpersraj-dte@nccindia.nic.in	NCC Directorate Rajasthan Near AEN (HTM 1 st JVVNL Office Jhotwara Road, Ambabari Jaipur Cantt-302012
14.	TNP&AN	ncctn,pandc@gmail.com	NCC Dte (PN,P&AN) Fort Saint George, Chennai-600009
15.	UK	https://ncemp.in/recruitment/uk (Hiring in UK Dte will be carried out online by clicking on this link)	NCC Dte Uttarakhand Bunglaow No P-4 Nagnath Road Ghanghora Garhi Cantt Dehradun-248141

16.	UP	nccdte.uppersalfa@gmail.com	NCC Dte UP 16 Ashok Marg, Hazrat Ganj Lucknow-226001
17.	WB & S	adperswbbskm@nccindia.nic.in	NCC Dte West Bengal & Sikkim P-67, Block 'D' New Alipore Kolkata-700053



EX-SERVICEMEN HIRING



DGNCC, Moh invites applications from
Retired Army JCOs & NCOs for appointment as
CONTRACTUAL INSTRUCTOR STAFF

For Details and to apply, visit :

<https://nccindia.gov.in>

Last Date for Submission of Applications

JAN 2026

