

Step: 1

1. Link is available at https://ncdirindia.org/Ncdir_Career.aspx
2. Register with your valid email ID.
3. Activate the Account after registration to access the portal.

Step: 2

1. Login with the registered email ID.
2. To apply for any post, Under the menu "**Apply Online**"
3. After the successful submission of the post you selected, the user will be redirected to the payment page where the link to the payment with the post details will be listed.
4. Click on "Make Payment" button where a pop-up will open. Please make the payment by scanning the SCANNER QR CODE present on the page. After payment, fill in the Transaction details on that form and submit the payment details for final confirmation.
5. Once the payment is made, Candidates will get the email related to the payment. Candidates should retain a copy of the transaction details as they can be asked to produce the same for reference, at any stage of the selection process.
6. Fee once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before applying the application/processing fees and to fill in the payment details carefully.
7. Candidates will have to make payments separately for each post.
8. Login your recruitment portal account for further information.