



SAINIK SCHOOL JHUNJHUNU (RAJASTHAN)
(A residential School run by Sainik Schools Society, Ministry of Defence)
Post- Dorasar, Dist-Jhunjhunu (Raj)-333021
Email-sainikschooljhunjhunu@gmail.com



VACANCY NOTICE

1. Sainik School Jhunjhunu, an autonomous institution functioning under Sainik Schools Society, Ministry of Defence, invites applications from the eligible candidates (**Indian Citizens Only**) for the Regular/Contractual/Temporary/ Adhoc posts as mentioned below:-

Ser	Name of Post	No of Vacancy & Category	Eligibility	Pay/Salary as per 7 th CPC	Age
(a)	TGT Computer Science (Regular)	One (01) (Gen/UR)	<p><u>Essential Qualification:</u></p> <p>(i) At least 50% marks in aggregate in any of the following i.e B.E or B.Tech (Computer Science/ IT) from a recognized University or equivalent Degree or Diploma from an institution/ university recognised by the Govt. of India.</p> <p style="text-align: center;">OR</p> <p>(ii) B.E or B.Tech (Computer Science/Information Technology) from a UGC recognized University</p> <p style="text-align: center;">OR</p> <p>(iii) B.Sc. (Computer Science) / BCA or Equivalent Graduate degree in subject from a recognized University and Post Graduate Degree in subject from a recognized university.</p> <p style="text-align: center;">OR</p> <p>(iv) Post Graduate Degree in Computer science and MCA.</p> <p>(v) Proficiency in teaching in Hindi and English medium</p> <p><u>Desirable Qualifications.</u></p> <p>(i) B.Ed or equivalent degree from a recognized University,</p> <p>(ii) Pass in the Central Teacher Eligibility Test (CTET) or STET, conducted by Central/State Govt CBSE in accordance with the Guidelines framed by the NCTE for the purpose.</p> <p>(iii) Candidates with experience of teaching in residential public School, ability to teach through English medium and proficiency in games as well as in co-curricular activities will be given preference.</p> <p>(iv) IT hardware/ software trouble shooting.</p>	Pay Level-7, Rs.44900/-	Between 21 to 35 years as on 31.03.2020

(b)	TGT (Maths) (Regular)	One (01) (Gen/UR)	<p><u>Essential Qualification.</u> (i) Four years integrated degree course of Regional College of Education of NCERT in the concerned subject with at least 50% marks in aggregate. OR (ii) Bachelor's Degree with at least 50% marks in the concerned subject and in aggregate. (iii) Mathematics as one of the subjects in all the three years of graduation / four years integrated degree course. AND (iv) B Ed degree from a recognized University. AND (v) Pass in the Central Teacher Eligibility Test (CTET) or STET, conducted by Central/State Govt/ CBSE in accordance with the Guidelines framed by the NCTE for the purpose. AND (vi) Proficiency in teaching in English medium. <u>Desirable Qualifications.</u> (i) Candidates possessing PG Degree (in respective subject) or any other higher qualification will be given preference. (ii) Candidates with experience of teaching in residential public School and proficiency in games as well as in cocurricular activities will be given preference. (iii) Candidates with knowledge of Computer Applications will be given preference</p>	Pay Level-7, Rs.44900/-	Between 21 to 35 years as on 31.03.2020
(c)	TGT (Gen Science) (Regular)	One (01) (Gen/UR)	<p><u>Essential Qualification.</u> (i) Four years integrated degree course of Regional College of Education of NCERT in the concerned subject with at least 50% marks in aggregate. OR (ii) Bachelor's Degree with atleast 50% marks in the concerned subject and in aggregate. (ii) Physics, Chemistry and Biology as subjects in all the three years of graduation / four years integrated degree course. AND (iv) B Ed degree from a recognized University. AND (v) Pass in the Central Teacher Eligibility Test (CTET) or STET, conducted by Central/State Govt/ CBSE in accordance with the Guidelines framed by the NCTE for the purpose. AND (vi) Proficiency in teaching in English medium. <u>Desirable Qualifications.</u> (i) Candidates possessing PG Degree (in respective subject) or any other higher qualification will be given preference. (ii) Candidates with experience of teaching in residential public School and proficiency in games as well as in cocurricular activities will be given preference. (iii) Candidates with knowledge of Computer Applications will be given preference.</p>	Pay Level-7, Rs.44900/-	Between 21 to 35 years as on 31.03.2020

(d)	TGT (Social Science) (Regular)	One (01) (Gen/UR)	<p><u>Essential Qualification.</u> (i) Four years integrated degree course of Regional College of Education of NCERT in the concerned subject with at least 50% marks in aggregate. OR (ii) Bachelor's Degree with atleast 50% marks in the concerned subject and in aggregate. (iii) Minimum two subjects out of History, Political Science, Economics, Sociology and Geography OR (iv) Hons Graduation with History / Political Science / Geography as main subject in all the three years of graduation / four years integrated degree course. AND (v) B Ed degree from a recognized University. AND (vi) Pass in the Central Teacher Eligibility Test (CTET) or STET, conducted by Central/State Govt/ CBSE in accordance with the Guidelines framed by the NCTE for the purpose. AND (vii) Proficiency in teaching in English medium. <u>Desirable Qualifications.</u> (i) Candidates possessing PG Degree (in respective subject) or any other higher qualification will be given preference. (ii) Candidates with experience of teaching in residential public School and proficiency in games as well as in cocurricular activities will be given preference. (iii) Candidates with knowledge of Computer Applications will be given preference.</p>	Pay Level-7, Rs.44900/-	Between 21 to 35 years as on 31.03.2020
(e)	TGT (English) (Regular)	Two (02) (Gen/UR)	<p><u>Essential Qualification.</u> (i) Four years integrated degree course of Regional College of Education of NCERT in the concerned subject with at least 50% marks in aggregate. OR (ii) Bachelor's Degree with atleast 50% marks in the concerned subject and in aggregate. (iii) English Literature as one of the subjects in all the three years of graduation / four years integrated degree course. AND (iv) B Ed degree from a recognized University. rules and regulations as amended from time to time. AND (v) Pass in the Central Teacher Eligibility Test (CTET) or STET, conducted by Central/State Govt/ CBSE in accordance with the Guidelines framed by the NCTE for the purpose. AND (vi) Proficiency in teaching in English medium. <u>Desirable Qualifications.</u> (i) Candidates possessing PG Degree (in respective subject) or any other higher qualification will be given preference.</p>	Pay Level-7, Rs.44900/-	Between 21 to 35 years as on 31.03.2020

			<p>(ii) Candidates with experience of teaching in residential public School and proficiency in games as well as in cocurricular activities will be given preference.</p> <p>(iii) Candidates with knowledge of Computer Applications will be given preference.</p>		
(f)	TGT (Hindi) (Regular)	One (01) (Gen/UR)	<p><u>Essential Qualification.</u></p> <p>(i) Four years integrated degree course of Regional College of Education of NCERT in the concerned subject with at least 50% marks in aggregate.</p> <p style="text-align: center;">OR</p> <p>(ii) Bachelor's Degree with atleast 50% marks in the concerned subject and in aggregate.</p> <p>(iii) Hindi as one of the subjects in all the three years of graduation / four years integrated degree course.</p> <p style="text-align: center;">AND</p> <p>(iv) B Ed degree from a recognized University.</p> <p style="text-align: center;">AND</p> <p>(v) Pass in the Central Teacher Eligibility Test (CTET) or STET, conducted by Central/State Govt/ CBSE in accordance with the Guidelines framed by the NCTE for the purpose.</p> <p style="text-align: center;">AND</p> <p>(vi) Proficiency in teaching in English medium.</p> <p><u>Desirable Qualifications.</u></p> <p>(i) Candidates possessing PG Degree (in respective subject) or any other higher qualification will be given preference.</p> <p>(ii) Candidates with experience of teaching in residential public School and proficiency in games as well as in cocurricular activities will be given preference.</p> <p>(iii) Candidates with knowledge of Computer Applications will be given preference.</p>	Pay Level-7, Rs.44900/-	Between 21 to 35 years as on 31.03.2020
(g)	TGT (Sanskrit) (Regular)	One (01) (Gen/UR)	<p><u>Essential Qualification.</u></p> <p>(i) Four years integrated degree course of Regional College of Education of NCERT in the concerned subject with at least 50% marks in aggregate.</p> <p style="text-align: center;">OR</p> <p>(ii) Bachelor's Degree with atleast 50% marks in the concerned subject and in aggregate.</p> <p>(iii) Sanskrit as one of the subjects in all the three years of graduation / four years integrated degree course.</p> <p style="text-align: center;">AND</p> <p>(iv) B Ed degree from a recognized University.</p> <p style="text-align: center;">AND</p> <p>(v) Pass in the Central Teacher Eligibility Test (CTET) or STET, conducted by Central/State Govt/ CBSE in accordance with the Guidelines framed by the NCTE for the purpose.</p> <p style="text-align: center;">AND</p> <p>(vi) Proficiency in teaching in English medium.</p> <p><u>Desirable Qualifications.</u></p> <p>(i) Candidates possessing PG Degree (in respective subject) or any other higher qualification will be given preference.</p>	Pay Level-7, Rs.44900/-	Between 21 to 35 years as on 31.03.2020

			(ii) Candidates with experience of teaching in residential public School and proficiency in games as well as in cocurricular activities will be given preference. (iii) Candidates with knowledge of Computer Applications will be given preference.		
(h)	Librarian (Regular)	One (01) (SC)	Essential (i) Bachelor degree in Library Science OR (ii) Graduate with one year diploma in library science from a recognized university. (iii) Ability to converse fluently in English and Working knowledge of Hindi and English Desirable (i) Candidates with higher qualification will be given preference. (ii) Candidates with knowledge of Computer Applications will be given preference	Pay Level-7, Rs.44900/-	Between 21 to 35 years as on 31.03.2020
(j)	LDC (Store Clerk) (Regular)	One (01) (Gen/UR)	Essential Qualification (i) Matriculation pass or equivalent qualification from a recognized Board. (ii) Typing speed of minimum 40 words in English & Computer Skill (MS Office). (iii) Ability to correspond in English/ Hindi (Drafting of letters). Desirable: (i) Candidates with higher qualification will be given preference. (ii) Candidates with sound knowledge of Computer Applications, IT, Able to type 30-40 words per minutes in Hindi on Computer. Good skill in MS office uses and having experience in the same field will be given preference. (iii) Candidates having diploma in warehousing/ store management will be given preference. (iv) Knowledge of short-hand will be considered as additional qualification.	Pay Level-2, Rs.19900/-	Between 18 to 50 years as on 31.03.2020
(k)	Nursing Assistant (Regular)	One (01) (Gen/UR)	Essential Qualification: (i) Nursing Diploma/ Degree from a recognized university with Min 50% Marks with minimum 05 yrs experience OR (ii) An ex-serviceman (from Army, Navy & Air Force) of Medical Assistant trade with at least 05 years service after training (Certificate to be furnished/ Service record/ Medical course certificate). Desirable: (i) Knowledge of Medical Terminology, patient care, Medical Administration, Maintaining of Medical/ Patient records, Maintenance of Ambulance/ Medical equipments & Dispensary managements etc (ii) Having good communication & liaison skill.	Pay Level-4, Rs.25500/-	Between 18 to 50 years as on 31.03.2020
(l)	Art Master (Contractual)	One (01) (Gen/UR)	Essential Qualification: (i) Graduate with Fine Art/ Art/Drawing/ Painting as one of the subjects with minimum 4 years Diploma from a recognized institute/ University OR (ii) Master's degree in Fine Art with Painting/Sketching Specialization. Desirable:	Only Consolidated Rs.20000/- per month. Available	Between 21 to 35 years as on 31.03.2020

			<p>(i) Minimum 02 years teaching experience in the subject. (ii) Attainments in sports/Arts/ Music and experience of handling children with affection will be preferred. (iii) Good communication skill in (English & Hindi) languages and contingency handling.</p>	accommodation (if any) can be provided in School Campus	
(m)	Band Master (Contractual)	One (01) (Gen/UR)	<p>Essential Qualification: (i) Potential Band Master/ Band Major/ Drum Major Course at the AEC Training College and Centre, Pachmarhi. OR (ii) Equivalent Naval/ Air Force Courses. Desirable: (i) Minimum 02 years experience. (ii) Ex-servicemen will be given preference. (iii) Good communication skill in (English & Hindi) languages and contingency handling.</p>	<p>Only Consolidated Rs.20000/- per month. Available accommodation (if any) can be provided in School Campus</p>	<p>Between 21 to 35 years as on 31.03.2020</p>
(n)	Horse Riding Instructor (Temporary/ Adhoc)	One (01) (Gen/UR)	<p>Essential Qualification: (i) Matriculation or equivalent and Minimum 05 years experience as Riding Instructor. Desirable: (i) Minimum one tenure as Riding Instructor with Army Establishment. (ii) Ex-serviceman from 61 Cavalry units, ASC (AT) units, RVC and PBG will be given preference. Additional Desirable (He should Know): (i) Horse feeding, grooming, and care. (ii) Equine Health issues & health condition. (iii) Human and equine anatomy and physiology (iv) Training and communication (v) Proper use of tack and equipment.</p>	<p>Only Consolidated Rs.20000/- per month. Available accommodation (if any) can be provided in School Campus adjacent to the Riding Club.</p>	<p>Between 18 to 50 years as on 31.03.2020</p>
(p)	Matron (Female only) (Contractual)	One (01) (Gen/UR)	<p>Essential Qualification (i) Should have passed matriculation or equivalent qualification from a recognized Board and should be able to converse fluently in English. (ii) Dietitian/ having knowledge of First Aid will be given preference. Desirable Qualifications (i) BA / BSc / B. Com degree from a recognized Board or University. (ii) Attainments in Sports / Art / Music (iii) Experience in the post of Matron in Junior/Holding houses, mature ladies without encumbrances and experience of handling children with affection will be preferred</p>	<p>Only Consolidated Rs.18000/- per month.</p>	<p>Between 18 to 50 years as on 31.03.2020</p>

(q)	Ward Boy (Contractual)	One (01) (Gen/UR)	<p>Essential Qualification: (i) Matriculation or equivalent, preferably with science. (ii) Dietitian/ having knowledge of First Aid will be given preference.</p> <p>Desirable: (i) B.A/B. Sc/ B.Com degree (ii) Attainments in sports/Arts/ Music and experience of handling children with affection will be preferred. (iii) Skills in first aid, CPR, Personal Hygiene, Knowledge of prescription reading etc. (iv) Having knowledge of records keeping/ Maintenance of Student dossiers/ Baggage/ Store management etc. (v) Good communication skill in (English & Hindi) languages and contingency handling.</p>	Only Consolidated Rs. 14000/- per month.	Between 18 to 50 years as on 31.03.2020
(r)	General Employees (Regular)	Four (04) 03 : Gen/UR 01: SC	<p>Essential Qualification: (i) Minimum 10th pass from a recognized Board.</p> <p>Desirable: (i) Working experience in any of the fields like Plumbing, Electrical works, Pump operator, carpentry, gardening, Haircutting, Cooking, Laundry, masonry, watch-keeping housekeeping Safaiwala etc. (ii) ITI in respective trades.</p>	Pay Level-1, Rs.18000/-	Between 18 to 50 years as on 31.03.2020
(s)	General Employees Female (Regular)	One (01) (Gen/UR)	<p>Essential Qualification: (i) Minimum 10th pass from a recognized Board.</p> <p>Desirable: (i) Working experience in any of the fields like Medical Care, Hospital maintenance, Hostel Warden, Laundry, housekeeping Safaiwala etc.</p>	Pay Level-1, Rs.18000/-	Between 18 to 50 years as on 31.03.2020
(t)	Gen/UR Employees (Contractual)	Three (03) (Gen/UR)	<p>Essential Qualification: (i) Minimum 10th pass from a recognized Board.</p> <p>Desirable: (i) Working experience in any of the fields like Plumbing, Electrical works, Pump operator, carpentry, gardening, Haircutting, Cooking, Laundry, masonry, watch-keeping housekeeping Safaiwala etc.</p>	Only Consolidated Rs. 13000/- per month	Between 18 to 50 years as on 31.03.2020

2. “Contractual, Temporary/Adhoc employees are not entitled for any perquisites except consolidated salary (as above)”.

3. **Conditions for contractual/ temporary/ Adhoc Posts.**

(i) Sainik School Rules & Regulations in vogue and as amended from time to time will be applicable.

(ii) The posts is purely on contractual basis for a maximum period of 11 Months from date of his/ her appointment but, the principal has the authority to terminate the services of contractual/ adhoc staff appointed by him under his own powers (after giving him one months notice or without assigning any reasons).

4. **Allowances and Perquisites for Regular Staff:** Rent Free Accommodation, Transport Allowance, DA, Contributory Pension under New Pension Scheme, LTC, Non Productivity linked Ad-hoc Bonus, DCRG (Death-cum-retirement Gratuity), Medical Allowance, subsidized education/ schooling for two biological children from class VI to XII.

5. **Other Conditions for Regular, Contractual/ Temporary Staff.**

- (i) Sainik School Rules & Regulations in vogue and as amended from time to time will be applicable.
- (ii) All appointments excluding General Employees will be made with All India Transferability clause.
- (iii) The relaxation for SC/ST category candidates will be as per rules of Sainik School Society Rules. In case non-availability of suitable candidates in these categories, the unfilled vacancies will be filled from other categories.
- (iv) Regular posts are temporary but likely to be permanent on successful completion of probation period of one year which may extend by another one year. The appointments, if confirmed thereafter, shall continue to hold office till attains the age of 60 yrs.
- (v) During the probation period, the principal may terminate the services of any members of staff appointed by him under his own powers, after giving him one months notice in writing without assigning any reasons.
- (vi) A permanent member of staff may, at any time, resign his post after giving 3 months notice to the principal in writing or offering to surrender 3 months' salary in lieu of notice period.

6. **Procedure for applying.** Procedure for applying is as following:-

- (a) Desirous candidates should apply to the Principal, Sainik School Jhunjhunu (Rajasthan) through offline mode only on the prescribed format available in “**Staff Recruitment**” tab of School website www.ssjhunjhunu.com along with attested copies of certificates and testimonials.
- (b) Candidate must mention their percentage (%) **Matric onwards.**
- (c) Candidate must submit two passport size photograp.
- (d) Candidate must submit self address envelope with postage stamp of Rs.27/-.
- (e) Candidate must attached crossed demand draft (**non-refundable**) of Rs. 500/- for Gen Category & Rs. 250/- for SC/ST category, preferably issued by the SBI Bank drawn in favour of **Principal, Sainik School Jhunjhunu** payable at **SBI Collectorate Branch- Jhunjhunu (Rajasthan) (Branch Code No.32040).**

7. **Last date of receipt of applications.** 21 days from the date of publication of vacancy notice in employment news paper. Application received after 21 days will not be accepted.

8. **Mode of Receipt of application.**

- (a) Candidates are required to send their application through **Ordinary Post/ Registered post/ Speed post (by Indian Postal Services) only.**
- (b) School will not be responsible for any postal delay.
- (c) **BY HAND APPLICATION WILL NOT BE ACCEPTED.**
- (d) **APPLICATION FOR THE POST OF _____** must be written in Capital letters on the top of application Envelope.

9. **Mode of Call Letters.**

- (a) Candidates are required to submit their **working email ID** in legible writing/ clear hand writing for issuing of the call letters for written examination/ skill test. **Call letters will primarily be sent by email only.** Working Mobile number is also mandatory for communication.
- (b) It is the responsibility of candidate to write legible email ID, Contact details & Address. School will not be responsible for wrong posting of admit card due to non legible of email address/ postal address.
- (c) Call letter through registered post will only be sent in case of failed email delivery/ Non availability of email ID.

10. **Minimum Marks.** Minimum marks required (in essential qualification) for the posts are given in the succeeding sub paragraphs. **Candidates without minimum marks required in essential qualification need not apply.**

- (a) TGTs, Librarian, Art Master, Band Master : **50% marks**
- (b) Nursing Assistant, Horse Riding Instructor, LDC, Matrons, Ward Boy, & Gen/UR Employee : **40 % marks.**

11. **Exam/ Test.**

- (a) Only short-listed candidates will be called for written Exam/Test.
- (b) No TA/DA will be admissible for attending the Written Exam/ Test/ Skill/ Practical test (as applicable).
- (c) Skill test for various posts will include work/ test in their respective fields. For example skill test for General Employee post will include Manual Labour, Cleaning of Garbage, Floor, Lavatory (washrooms, toilets) , digging, grass cutting, brooming, gardening etc.
- (d) Candidate for post of General Employee will be required to undergo physical fitness test to check suitability for employment which will include 1.6 KMs run (1600 meter/ one mile) in prescribed timings as per age & gender (male & female).

12. Recruitment process is likely to be completed by end Mar 2020 and selected candidates will be required to submit his/her acceptance for the post within one week of the intimation / offer of appointment (through email).

13. Selection will be made based on performance in **“written test, skill test and practical test”**. Shortlisted candidates meeting all eligibility criteria will only be called for written test and skill test.

14. The School administration reserves the right to cancel all or any of the vacancies due to non-availability of suitable candidates or administrative/policy reasons.

15. **Any candidate found to be using unfair means during the selection procedure or trying to influence the procedure in undue manner, will be straight away rejected.**

Principal
SS Jhunhunu