



SAINIK SCHOOL GOVIND NAGAR

(Saraswati Gramodaya Hr. Sec. School Govind Nagar)

(AFFILIATED TO SAINIK SCHOOL SOCIETY NEW DELHI, MINISTRY OF DEFENCE)

Add. - Paliya piparie, Teh. - Bankhedi, Dist. - narmadapuram Madhya Pradesh - 461990

E-mail: sgvgovindnagar@gmail.com

www.sgvgovindnagar.com



RECRUITMENT OF STAFF ADVERTISEMENT

(NOTE: THIS IS NOT A STATE OR CENTRAL GOVERNMENT JOB)

1. Saraswati Gramodaya Hr. Sec. School (Sainik School Govind Nagar), an autonomous institution functioning under the Saraswati Gramodaya Shiksha Vikash Samiti Govind Nagar. Saraswati Gramodaya Hr. Sec. School (Sainik School Govind Nagar) is Affiliated to Sainik Schools Society New Delhi, Ministry of Defence, invites applications from the eligible candidates (Indian Citizens Only) for the Temporary/Contractual post as mentioned below. Staff of Sainik School Govind Nagar is neither an employee of Central Government nor of State Government.

| S.N. | NAME OF POST | ELIGIBILITY | AGE | NO OF VACANCY |
|------|--------------------|--|---|---------------|
| 1. | PGT Mathematics | Essential Qualification: (a) Master Degree in Related Subject with Minimum 50% Marks. (b) B.Ed Degree. (c) Proficiency in Teaching in English medium. Desirable Qualification: (a) Experience as PGT in the recognized institution in concerned subject. (b) Experience of working in a residential school. (c) Knowledge of Computer applications. | 21 to 45 Years as on last date of receipt of application | 01 (One) |
| 2. | PGT English | Essential Qualification: (d) Master Degree in Related Subject with Minimum 50% Marks. (e) B.Ed Degree. (f) Proficiency in Teaching in English medium. Desirable Qualification: (d) Experience as PGT in the recognized institution in concerned subject. (e) Experience of working in a residential school. (f) Knowledge of Computer applications. | 21 to 45 Years as on last date of receipt of application | 01 (One) |
| 3. | TGT Social Science | Essential Qualification: (g) Bachelor's/Master Degree in Related Subject with Minimum 50% Marks. (h) B.Ed Degree. | 21 to 45 Years as on last date of | 01 (One) |

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| | | <p>(i) Proficiency in Teaching in English medium.</p> <p>Desirable Qualification:</p> <p>(g) Experience as TGT in the recognized institution in concerned subject.</p> <p>(h) Experience of working in a residential school.</p> <p>(i) Knowledge of Computer applications.</p> <p>(j) CTET Paper II Exam Passed</p> | receipt of application | |
| 4. | TGT Computer Science | <p>Essential Qualification:</p> <p>(k) Bachelor's/Master Degree in Related Subject with Minimum 50% Marks.</p> <p>(l) Proficiency in Teaching in English medium.</p> <p>Desirable Qualification:</p> <p>(j) Experience as TGT in the recognized institution in concerned subject.</p> <p>(k) Experience of working in a residential school.</p> <p>(l) Knowledge of Computer applications.</p> | 21 to 45 Years as on last date of receipt of application | 01 (One) |
| 5. | TGT Science | <p>Essential Qualification:</p> <p>(m) Bachelor's/Master Degree in Related Subject with Minimum 50% Marks.</p> <p>(n) B.Ed Degree.</p> <p>(o) Proficiency in Teaching in English medium.</p> <p>Desirable Qualification:</p> <p>(m) Experience as TGT in the recognized institution in concerned subject.</p> <p>(n) Experience of working in a residential school.</p> <p>(o) Knowledge of Computer applications.</p> <p>(p) CTET Paper II Exam Passed</p> | 21 to 45 Years as on last date of receipt of application | 01 (One) |
| 6. | TGT Sanskrit | <p>Essential Qualification:</p> <p>(q) Bachelor's/Master Degree in Related Subject with Minimum 50% Marks.</p> <p>(r) B.Ed Degree.</p> <p>Desirable Qualification:</p> <p>(p) Experience as TGT in the recognized institution in concerned subject.</p> <p>(q) Experience of working in a residential school.</p> <p>(r) Knowledge of Computer applications.</p> <p>(s) CTET Paper II Exam Passed</p> | 21 to 45 Years as on last date of receipt of application | 01 (One) |
| 7. | TGT Hindi | <p>Essential Qualification:</p> <p>(t) Bachelor's/Master Degree in Related Subject with Minimum 50% Marks.</p> <p>(u) B.Ed Degree.</p> <p>Desirable Qualification:</p> <p>(s) Experience as TGT in the recognized institution in concerned subject.</p> <p>(t) Experience of working in a residential school.</p> | 21 to 45 Years as on last date of receipt of application | 01 (One) |

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| | | (u) Knowledge of Computer applications. (v) CTET Paper II Exam Passed | | |
| 8. | Librarian | Essential Qualification: (a) Graduate/Post Graduate degree / diploma in Library Science from a recognised institution. (b) Ability to converse fluently in English. Desirable Qualification: (a) Knowledge of Computer Applications. (b) Experience of working in a residential school. | 21 to 45 Years as on last date of receipt of application | 01 (One) |
| 9. | Counselor | Essential Qualification: (a) B.A./B.S.C (Psychology) with certificate of diploma in counseling. Desirable Qualification: (a) Minimum of One year experience in providing career/educational counseling to students at schools. Or Working knowledge and experience in placement bureaus. Or Registration with rehabilitation council of India as vocational counselor. | 21 to 45 Years as on last date of receipt of application | 01 (One) |
| 10. | Music Teacher | Essential Qualification: (a) Higher Secondary with a degree or diploma in music from any of the recognized institutions. Desirable Qualification: (a) Experience of teaching in residential School. (b) Proficiency in games and co-curricular activities. (c) Knowledge of Computer Applications. | 21 to 45 Years as on last date of receipt of application | 01 (One) |
| 11. | Lab Assistant Science | Essential Qualification: (a) Intermediate Science or Equivalent/Graduate in the Subject Desirable Qualification (b) Knowledge of Computer Applications. | 21 to 45 Years as on last date of receipt of application | 03 (Three) |
| 12. | Instructor Physical Training (PTI) Cum Matron | Essential Qualification: (a) Bachelor of Physical Education (B.P.Ed) four years degree course. (b) Three years graduation + B.P.Ed Diploma. (c) B.Sc Physical Education, health education & sports + B.P.Ed diploma. Or Ex-APTTC (Army Physical Training Centre) Staff Desirable Qualification: (a) Candidates with higher qualification will be given preference. (b) Achievements in NCC/Sports/Extra-curricular activities/NIS diploma in sports coaching etc. | 21 to 50 Years as on last date of receipt of application | 01 (One) |

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| | | (c)Experience of working in a residential school. | | |
| 13. | Nursing Staff (Male/Female) | Essential Qualification: (a) Nursing Diploma / Degree Desirable Qualification: (b) Working experience as Nursing Sister in residential school/ Hospital will be given preference. | 21 to 45 Years as on last date of receipt of application | 01 (One) |
| 14. | Doctor | MBBS & Registration under Medical Council | 21 to 50 Years as on last date of receipt of application | 01 (One) |
| 15. | Mess Manager | Matriculation (10th) passed + 5 years experience. | 21 to 50 Years as on last date of receipt of application | 01 (One) |
| 16. | Cook | Class 10 High School Exam Passed in Any Recognized Board in India. with 5 Year Experience. | 21 to 40 Years as on last date of receipt of application | 01 (One) |
| 17. | Mess Helper | Class 10 High School Exam Passed in Any Recognized Board in India. with 5 Year Experience. | 21 to 35 Years as on last date of receipt of application | 01 (One) |

General Instructions:

Note :

- (i) This school is not a state or central government run organization.
- (ii) The contractual vacancy tenure will be for one year only and will be governed as per the Sainik Schools Society Rules and Regulations as amended from time to time.
- (iii) The school administration reserves the right to increase, decrease or cancel the vacancies at any stage due to administrative/ policy reason.

Procedure for Applying: Procedure for applying is as following:-

1. candidates should apply to the **Secretary, Saraswati Gramodaya Shiksha Vikash Samiti Govind Nagar, Bankhedi, Narmadapuram (Madhya Pradesh) – 461990** through offline mode only on

the prescribed format available in “Recruitment” tab of School website www.sgvgovindnagar.com along with self attested copies of certificates and testimonials. In the absence of testimonials/ mark sheets/ certificate, the application will be rejected.

2. Candidate must submit two passport size photographs.
3. Candidate applying for contractual post must Pay **Rs. 500/-** in favour of **Secretary, Saraswati Gramodaya Shiksha Vikash Samiti Govind Nagar, Bankhedi, Narmadapuram (Madhya Pradesh) – 461990**
4. Last Date of Receipt of Applications is **31 Dec. 2024**
5. **Mode of Receipt of Application:** (a) Candidates are required to send their application through 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 (**write the name of the post**) must be written in Capital letters on the top of application Envelope.
6. Candidates are to mention their own valid email address and mobile no. /contact details clearly in the application form. No postal /email communication will be forwarded by the school.
7. Selection will be made based on individual performance in written test, skill/practical test and interview (where applicable). Shortlisted candidates meeting all eligibility criteria only will be called for written test. The list of candidates for skill/practical and interview (where applicable) will be declared subsequently based on the performance of candidates during written test and skill/practical test respectively. No TA/DA will be admissible for attending the selection tests.
8. The candidates are to bring and produce their original educational and professional qualification certificates for document verification during selection process itself, whenever asked by the school administration. The candidature of candidates not producing their original educational and professional qualification certificates for verification during the selection process itself will be rejected without giving any justification.
9. Eligible and interested candidates may apply in the prescribed application form, which may be downloaded from school website www.sgvgovindnagar.com All are requested to continuously check for any updates/status of recruitment in school website www.sgvgovindnagar.com

10. Structure of selection process:

| Phase | Examination | Tentative date of Written Exam /Class demon/skill/trade test and Interview |
|------------|---|--|
| 1 st Phase | Written Test | Jan. 2025 |
| 2 nd Phase | Class demonstration/physical/proficiency/trade test | |
| 3 rd Phase | Interview | |

11. 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. Indian national only can

apply. The School will not be responsible for any delay including postal or otherwise. The last date for receiving application is 31 Dec. 2024

- 12.** For any query you may contact school E-mail: sgvgovindnagar@gmail.com from 1000hrs to 1600hrs only on all working days.

Secretary
Saraswati Gramodaya Shiksha Vikash Samiti
Govind Nagar