



Kendriya Vidyalaya Sangathan

Under Ministry of HRD, Govt of India

Regional Office (Jammu),

Govt Hospital Road,

180004@Gandhinagar, JAMMU-180004

@Ph. No: 2453528, QSDI@ Fax : 2430081

Website : www.kvsrojammu.org, e.mail.: kvsjammuadmn@gmail.com

Advt. No.01/2016

Recruitment for the post of PRT/TGT/PGT on Part time Contract for the session 2016-17.

Kendriya Vidyalaya Sangathan Regional Office, Jammu, an autonomous organization under the Ministry of Human Resource Development, Government of India, invites applications from the Indian Citizens for recruitment on **Part time Contract basis only** against vacant posts of PRTs/TGTs and PGTs in various KVs located under KVS, RO, Jammu, in the state of J&K, HP & Punjab. Candidates are required to apply in the prescribed Performa only, available on KVS, RO, Jammu website (www.kvsrojammu.org) under the head "Employment Notice ". No other format/ Performa other than the prescribed one shall be entertained.

Last date of receipt of application in the Regional Office	18.03.2016
Written Test/ Interview/ class room observation (Written test shall be conducted, only if required, based on the number of applicants)	Between 23.03.16 to 31.03.16 tentatively. Exact dates shall be intimated on our website alongwith the list of the eligible candidates.

Details of vacancies:

Post	No. of Vacancies (Tentative, these may vary, decrease or increase)	Consolidated monthly payment (in Rs.) Subject to terms & conditions as contained in KVSHQ letter dated 21.03.13 & subsequent clarifications on the issue.			Upper age limit (as on 31.03.2016)	Remarks
		Station				
		Normal	Hard	Very Hard	Between 18 to 65 years	Details of tentative vacancies are available on website.
PRTs	141	21,250/-	26,250/-	28,750/-		
TGTs (all subjects)	168	26,250/-	31,250/-	33,750/-		
PGTs (all subjects)	122	27,500/-	32,500/-	35,000/-		

EDUCATIONAL QUALIFICATION & EXPERIENCE.

Post	Qualification (s) & Experience
PRT	<p>Essential</p> <ol style="list-style-type: none"> Senior Secondary School Certificate/+2/inter with 50% marks or Intermediate with 50% marks or its equivalent with JBT Pass in the Central Teacher Eligibility Test (CTET) conducted by the CBSE in accordance with the Guidelines framed by the NCTE for the purpose. Competence to teach through Hindi & English media. <p>Desirable: Knowledge of Computer Applications.</p>
TGTs	<p>Essential</p> <ol style="list-style-type: none"> Four years' Integrated degree course of Regional College of Education of NCERT in the concerned subject with at least 50% marks in aggregate ; <p style="text-align: center;">OR</p> <p>Bachelor's Degree with at least 50% marks in the concerned subjects/ combination of subjects and in</p>

	<p>aggregate with B.Ed. The electives subjects and Languages in the combination of subjects as under :</p> <p>a) For TGT ('Sanskrit): Sanskrit as a subject in all the three years.</p> <p>b) For TGT (Hindi): Hindi as a subject in all the three years.</p> <p>c) For TGT (English) : English as a subject in all the three years.</p> <p>d) For TGT (S.St) Any two of the following: History, Geography, Economics and Pol. Science of which one must be either History or Geography.</p> <p>e) For TGT (Maths) - Bachelor Degree in Maths with any two of the following subjects: Physics, Chemistry, Electronics, Computer Science, Statistics.</p> <p>f) For TGT (Science)- Botany, Zoology and Chemistry.</p> <p>2) Pass in the Central Teacher Eligibility Test (CTET), conducted by CBSE in accordance with the Guidelines framed by the NCTE for the purpose. Proficiency in teaching Hindi and English medium</p> <p>Desirable : Knowledge of Computer Applications.</p>
PGTs	<p>Essential</p> <p>1. Two years' Integrated Post Graduate M.Sc Course of Regional College of Education of NCERT in the concerned subject; Or Master Degree from a recognized University with atleast 50% marks in aggregate in the following subjects:</p> <p>a) PGT (English)- English b) PGT (Hindi) – Hindi or Sanskrit with Hindi as one of the subjects at Graduate level. c) PGT (Maths) Mathematics/ Applied Mathematics d) PGT (Physics)–Physics / Electronics/Applied Physics/ Nuclear Physics. e) PGT (Chemistry) Chemistry/ Bio. Chem. f) PGT (Biology) - Botany/ Zoology/ Life Sciences/Bio Sciences/ Genetics/ Micro Biology/Bio Technology/ Molecular Bio/Plant Physiology provided they have studied Botany and Zoology at Graduation level. g) PGT (History) – History h) PGT Geography-Geography i) PGT (Commerce) – Master's Degree in Commerce. However, holder of Degrees of M.Com in Applied/Business Economics shall not be eligible. j) PGT (Economics) – Economics/ Applied Economics/ Business Economics.</p> <p>2. B.Ed. or equivalent degree from recognized university 3. Proficiency in teaching in Hindi and English media.</p> <p>Desirable : Knowledge of computer applications.</p>
PGT (Computer Science)	<p>Essential :</p> <p>At-least 50 % marks in aggregate in any of the following;</p> <p>1. B.E or B. Tech. (Computer Science/IT) from a recognized University or equivalent Degree or Diploma from an institution/ university recognized by the Govt. of India.</p> <p>OR B.E or B. Tech. (any stream) and Post Graduate Diploma in Computers from recognized University. OR M.Sc (Computer Science)/ MCA or Equivalent from a recognized University. OR B.Sc (Computer Science) / BCA or Equivalent and Post Graduate degree in subject from a recognized University. OR Post Graduate Diploma in Computer and Post Graduate degree in any subject from recognized University. OR 'B' Level from DOEACC and Post Graduate degree in any subject. OR 'C' Level from 'DOEACC' Ministry of Information and Communication Technology and Graduation.</p> <p>2. Proficiency in teaching in Hindi and English.</p>

How to apply & important instructions for the candidates.

- Eligible and interested candidates would be required to apply in the prescribed format only available on website. (kvsrojammu.org)
- Candidates can also send his/her application in the prescribed Performa through e- mail on ID (kvsjammuadm@gmail.com) followed by speed post. No certificates/testimonial should be forwarded through e-mail.
- No other means/mode of application will be accepted. Before applying, the candidates should **ensure** that they fulfill all the eligibility norms.
- Their registration will be provisional as **their eligibility will be verified only at the time of Interview**. Mere issue of Interview call letter or allowed to write the written examination will not imply acceptance of candidature of the applicants. Candidature of a registered candidate is liable to be rejected at any stage of recruitment process. Even after joining, if any information provided by the candidate is found to be false or not in conformity with the eligibility criteria at any stage, the appointment shall be cancelled and further necessary action may be taken by KVS as deemed proper.

- The vacancies may vary. They may increase or decrease and most of the vacancies are available in KVs located in hard/very hard/ far flung areas and the candidates should be mentally prepared to serve in these places, in case of selection.
- She/he would be engaged till such time the regular teacher joins or the end of the academic session, whichever is earlier.
- Relaxation in CTET- In the absence of CTET qualified candidates, candidates without CTET qualification may be considered, if otherwise eligible as per KVS recruitment Rules.
- Relaxation of B.Ed qualification in the absence of suitable candidates with B.Ed degree in Hard/Very Hard stations and in remote areas of J&K shall be as per the guidelines laid down vide KVSHQ letter F.No.11029/39/2011/KVS(HQ)/Acad dated 08.10.13. (Available on KVS,RO,Jammu website)
- Canvassing in any form will disqualify the candidature of the applicant.
- Teachers engaged on contractual basis, would have no claim or right for appointment on regular basis nor will they be a part of the cadre of teachers of Kendriya Vidyalayas.
- Mere placement in the panel does not give any candidate a right for appointment on contract basis, as these appointments are purely need based.

(A.V.L.J. Rao)
Deputy Commissioner,
KVS,RO, Gandhinagar, Jammu

**KENDRIYA VIDYALAYA SANGATHAN, REGIONAL OFFICE, GOVT HOSPITAL ROAD, GANDHINAGAR
JAMMU-180004**

Application form for part time contractual teachers for the session 2016-17.

Important notes:

1. All entries should be made in capital letters
2. Separate form for each post, if applied for more than one post.
3. **Active Mobile Number and valid E-mail ID must be furnished in the application.**

1.

POST APPLIED FOR (Please indicate whether PGT/TGT/PRT)

SUBJECT APPLIED FOR (In case of PGT/TGT)

2. **Candidate's Name** (in capital letters) (Please keep one box blank between First name, Middle name & Last name)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

3. **Father's /Husband's Name** (in capital letters)

(Please keep one box blank between First name, middle name & Last name)

Father

Husband

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

4. **Date of Birth:**

--	--

--	--

--	--	--	--

DAY

MONTH

YEAR

5. Gender

(Please Tick)

M	
---	--

F	
---	--

6. **Age as on 31.03.2016**

Year		
------	--	--

Month		
-------	--	--

Days		
------	--	--

7. **Candidate Address** (in capitals letters)

Name	:												
Father/Husband's Name:	:												
Address	:												
	:												
	:												
City/Town	:		PIN										
Ph/Mobile No.	:												
E-mail ID	:												

Please affix one recent
Photograph without attestation

8. **Academic Qualification** (Starting from High School level)

(Please give information as applicable. (Attach attested copies of Mark sheets and Certificates))

Signature of Candidate [▲]

Name of Examination	Write name of Examination passed	Year of passing	AGGREGATE MARKS			Subjects / Specialization	Duration of course (in months)	Board/ University
			Max. Marks	Marks obtained	% age of Marks			
High School (Class X)								
Intermediate (Class XII/PUC)								
Graduation (B.A/B.Sc./ B.Tech/B.E etc.)								
Post Graduation (M.A/M.Sc./ ICA/M.Tech)								
Others if any (Specify)								

9. Professional Qualification (Attach attested copies of mark sheets & certificates)

Name of Examination (with complete name of course passed)	Write name of Examination passed	Year of passing	AGGREGATE MARKS			Subjects /Specialization	Duration of course (in months)	Board/ University
			Max. Marks	Marks obtained	% age of marks			
JBT/B.El.Ed/D.Ed (specify)								
B.Ed	Theory							
	Practical							
BE/B.Tech(CS)/								
Other if any (specify)								

10. Experience (Attach separate sheet, if columns are insufficient)

Post held	Name of Institution	Period of service		No. of completed years & months	Class taught	Subjects taught	Scale of pay and salary per month
		From	To				

11. Are you able to teach through English and Hindi, both?
(Please mark (√) tick in the appropriate box) For teaching posts

YES	
-----	--

NO	
----	--

12. Do you have knowledge of computer application?
(Please mark (√) tick in the appropriate box) For teaching posts

YES	
-----	--

NO	
----	--

UNDERTAKING

I hereby certify that all the information given above is true and correct to the best of my knowledge. I have attached attested copies of my testimonials in support of the entries made above. I also agree that mere eligibility does not confer right to be called for interview/selection. My candidature may be cancelled in case any information is found to be incorrect on verification.

Place _____

Date _____

Signature _____

Name _____

Contact No. _____

E-mail ID : _____



केन्द्रीय विद्यालय संगठन(मु0)
18 सांस्थागतक्षेत्र, शहीदजीत सिंह मार्ग, नई दिल्ली-110602
KENDRIYA VIDYALAYA SANGATHAN (HQ)
18, Institutional Area, S.J. Marg, New Delhi-110016.
Tel.: 26858570 Fax 26514179
Website: www.kvsangathan.nic.in

F.No.11029/39/2011/ KVS (HQ)/Acad

Date : 08/10/13

To

The Deputy Commissioner
Kendriya Vidyalaya Sangathan
All Regional Offices

Madam/Sir,

Subject - Engaging teachers on contractual basis in KVs – reg.

Of late a number of doubts are being raised from the field regarding contractual teachers appointment. Hence this is being sent for ready reference and proper implementation:

❖ **General Instructions –**

Principals are authorized to fill the posts of PRTs, TGTs, PGTs, on part time Contractual basis in case any such vacancy exists / arises or when teachers proceed on long leave. Contractual appointments are made till the end of the session or till the regular teacher joins, whichever is earlier.

Teachers engaged on contractual basis, would have no claim or right for appointment on a regular basis nor will they be a part of the cadre of teachers of Kendriya Vidyalayas.

The following must be ensured, while making contractual appointment

- i. The teacher should possess the required educational qualifications prescribed for direct recruitment to the post.
- ii. Minimum and maximum age limit shall be 18 and 65 years respectively.
- iii. She/he would be engaged till such time the regular teacher joins or the end of the academic session, whichever is earlier.
- iv. Candidature of a contractual teacher who has served in a KV in a year may be considered in subsequent year(s) by selection committee for a fresh appointment as contractual teachers, by following due procedure.
- v. The teachers engaged should be addressed by the Principal in Kendriya Vidyalayas and their formal acceptance to terms and conditions, attached to the offer, will be obtained (as per formats in Annexure I & II)

❖ **Selection Procedure –**

- i) The Principal of KV will assess the requirement of teachers to be appointed on contract basis before the start of the academic session and get the approval of Chairman, VMC.

Requirement may be given wide publicity through local Newspaper and also put on the notice board of the Vidyalaya.

- ii) The Selection Committee should be constituted with the approval of Chairman, VMC. The selection should be strictly merit based on Interview and practical classroom observation.
- iii) The selection Committee should consist of Chairman/Chairman Nominee, Principal, an eminent Educationist of the area and subject expert for TGTs/PGTs.

❖ **Execution of agreement** –An agreement needs to be signed by the selected candidate and KVS. The agreement should be in duplicate on non judicial stamp paper of appropriate value. On behalf of KVS, Principal would sign the agreement. The agreement signed should be strictly complied with and it is the responsibility of the Principal to ensure that agreement is properly executed and the original agreement is kept in her/his custody.

❖ **Duties & Responsibilities of Contractual teachers –**

i) Teachers appointed on contractual basis will discharge following duties

- a) Regular classroom activity/Copy checking.
- b) Invigilation duty/Evaluation work.
- c) Helping students and colleagues in preparation and organization of different curricular /Co curricular activities in the Vidyalaya.
- d) All other works assigned by the principal.

❖ **Engagement of Spoken English Teacher** – Developing proficiency of spoken English, Spoken English teacher should be engaged on contract for classes VI to X. For primary section periods for developing proficiency in spoken English should be carved out from the periods allotted for the respective language.

Requisite Qualification –

1. Graduate with English as one of the subject.
2. A certificate of Degree/Diploma in spoken English covering course program of not less than six months duration.

❖ **Engagement of Computer Instructor** – The norms for engaging contractual Computer Instructor in Kendriya Vidyalayas are as follows:

Designation : Contractual Computer Instructor
Duties : To teach computer from Classes III to X

Essential Qualification –

B.Ed. B. Tech (Computer Science)/B.C.A./M.C.A/M.Sc. (Computer Science)
M.Sc. (Electronics with Computer Science component)/M.Sc. (IT)/B.Sc. (Computer Science)

OR

Bachelor's / Master degree in any Science subject / Mathematics from recognized university with Postgraduate Diploma in Computer application from government recognized University/Institute

OR

Post-graduate degree in any subject with Postgraduate Diploma in Computer application from government recognized University/'O' level from DOEACC

OR

Post-graduate degree in any subject with minimum 'A' level from DOEACC

❖ **Norms to engage Vocational Instructors** - In order to improve the standard of sports, Games, Arts & Crafts reputed sports persons, coaches, artists and crafts man shall be engaged for both during and after school hours as per need of the Vidyalaya on contractual basis. For engaging vocational instructors to train the students in the area of Craft, Dance, Music, Arts and sports etc. following norms should be followed by KVs.-

- ii) In case of single section school only one vocational instructor in any of these areas should be engaged.
- ii) In case of schools with 02 section school, 02 vocational instructors (not more than 02) from different areas should be engaged.
- iii) In case of schools with three (03) or more sections, 03 vocational instructors (not more than 03) in different areas should be engaged.

(However, Principal is empowered to take a decision for four (04) such activities as per needs of the Vidyalaya and students. The number of vocational instructors to be engaged above this ceiling may be decided with the approval of concerned Deputy Commissioner of the region. (Approved by 91st Meeting of BOG held on 19.01.2012.)

- iv) In order to utilize services of existing teacher, (TGT- PHE/Yoga /WET/Art, PRT-Music) optimally, each KV should ensure that the vocational instructors with specialization in areas/fields other than these teachers should only be engaged

❖ **Payment of remuneration to contractual teacher-**

Part - A

Consolidated payment on monthly basis shall be made to the contractual teacher as per Office Order circulated vide letter no. F.No.11029/39/2011/KVS (HQ)/Acad dated 21/03/13. If regular incumbent joins before contractual teacher has completed one month then the contractual teacher may be assigned some other duty and shall be relieved when he/ she completes the minimum period of one month.

Part - B

Fund - The payment to all categories i.e. PRT/TGT/PGT engaged against the regular vacancy will be met out of School Fund and if engaged against leave vacancy, payment will be met out of VVN.

❖ **Service Condition** - Teachers engaged on contractual basis, would have no claim or right for appointment on a regular basis nor will they be a part of the cadre of teachers of Kendriya Vidyalayas.

- I) Teacher appointed on contractual basis will not be entitled for vacation pay and during Autumn/Winter Break payment shall be calculated on pro rata basis.
- II) Teacher will not be entitled for pay, if remains absent on working day. In case of absence from duty, payment will be calculated on pro rata basis.
- III) Working hours shall be same as regular teacher.

❖ **Special provision -**

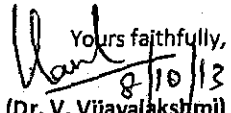
i) **Relaxation of B.Ed. qualification.**- In the absence of suitable candidates with B.Ed. Degrees in Hard /Very Hard station and in remote areas of North -East and J& K, candidates with following qualifications may be considered in different categories without B. Ed qualification-

- a) Post Graduate with 60% marks in Science subjects and 55% in Humanities subjects may be considered for the posts of PGTs, if suitable candidates with B.Ed. are not available.
- b) Similarly in the case of TGT, B.Sc. with 60% marks and BA with 55% marks may be considered for appointment on part-time contractual basis if suitable candidates with B.Ed. are not available.
- c) Graduates may be considered for the post of Primary Teacher if candidates with Senior Secondary/Plus 2/ Inter with J.B.T. qualification are not available.

❖ **Relaxation in CTET** - In the absence of CTET qualified candidate, candidate without CTET qualification may be considered if otherwise eligible as per KVS recruitment rules.

You are requested to circulate the same to all principals under your jurisdiction and ensure its strict compliance.

This is for your information and necessary action.

Yours faithfully,

 8/10/13
 (Dr. V. Vijayalakshmi)
 Joint. Commissioner (Acad)