

### Vacancy Notice

1. Sainik School vertical Shri Bhawani Niketan Public School affiliated by Sainik Schools Society, Ministry of Defence, invites applications from the eligible candidates (Indian Citizens Only) for the Contractual / Temporary posts as mentioned below. Staff of Sainik School is neither an employee of Central Government nor of State Government.

Ser No.	Name of Post	No. of Vacancy & Category	Eligibility	Age
1	PGT - ( <b>Contractual</b> ) English Biology Physics Chemistry Mathematics Accountancy Economics Business Studies Pol. Science Geography Sociology Painting Phy. Education	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Essential Qualification Master's Degree or equivalent (concerned subject) from a recognized University with at least 55% marks in aggregate And B Ed or equivalent from a recognized University.  OR PG in concerned subject with min 55% marks or equivalent grade and integrated three year B.Ed, M.E.D. <b>Desirable Qualifications.</b> (i) Minimum five years teaching in Residential English Medium public School. (ii) Proficiency in English communication skills, games and co-curricular activities. (iii) Knowledge of Computer Applications.	Between 21 to 35 years on 01-01-2024
2	PGT - ( <b>Contractual</b> ) I.P.	1	<b>Essential</b> (i) BE/B Tech- Computer Science/ Computer Engineering/ Information Technology or Equivalent.  OR (ii) MCA /M.Sc in Computer Science/ Information Technology/Masters in IT or Equivalent. <b>Desirable</b> (i) B Ed from a recognized University (ii) Minimum five years Teaching Experience in Residential English Medium Public School (iii) Proficiency in English communication skills, games and co-curricular activities.	Between 21 to 35 years on 01-01-2024
3	TGT- ( <b>Contractual</b> ) English Science	3 3	<b>Essential Qualification.</b> (i) Four years integrated degree course B A B Ed of Regional College of Education of NCERT in the concerned subject with at least 50% marks in aggregate.	Between 21 to 35 years on 01-01-

	Mathematics Social Science Hindi Computer Sanskrit	3 3 3 3 3	<p style="text-align: center;"><b>OR</b></p> <p>Graduation in Science/Arts with minimum 50 % marks in aggregate and with two subjects out of Physics/Biology/Chemistry/Mathematics/Geography/ Political Science/ Economics/ Sociology/ History as main subjects in graduation &amp; B Ed degree from a recognized University / four years integrated degree course with minimum 50% marks in aggregate.</p> <p style="text-align: center;"><b>OR</b></p> <p>Hon. Graduation with Physics/Biology/Chemistry/Mathematics/Geography/ Political Science/ Economics/ Sociology/ History as main subject in all the three years of graduation with minimum 50% marks in aggregate &amp; B Ed degree from a recognized University/ four years integrated degree course with at least 50% marks in aggregate.</p> <p style="text-align: center;"><b>OR</b></p> <p>Post Graduation in any one out of Physics /Biology /Chemistry /Mathematics /Geography/ Political Science/ Economics/ Sociology/ History with minimum 55% marks or equivalent grade and three year Integrated B Ed – M Ed. and          (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.          (iii) Proficiency in teaching in English medium.</p> <p><b><u>Desirable Qualifications.</u></b></p> <p>(i) PG Degree in Physics/Biology/Chemistry/Mathematics/Geography/ Political Science/ Economics/ Sociology/ History.          (ii) Experience of teaching in residential public School.          (iii) Proficiency in games and co-curricular activities. Knowledge of Computer Applications.</p>	2024
4	Art Master ( <b><u>Contractual</u></b> )	01	<p>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</p> <p style="text-align: center;"><b>OR</b></p> <p>Master's degree in Fine Art with Painting / Sketching Specialization          (ii) Proficiency in teaching in English medium.</p> <p>Desirable :          (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 &amp; Hindi languages and contingency handling.</p>	Between 21 to 35 years on 01-01-2024
5	Lab Assistant ( <b><u>Contractual</u></b> )	02	<p><b><u>Essential Qualification</u></b></p> <p>(i) PGDCA/B.C.A. and B.Sc.          (ii) Advance Diploma in Computer Application.</p>	Between 21 to 35 years

			(iii) Proficiency in teaching in English medium. <b>DESIRABLE QUALIFICATIONS</b> (i) Experience of residential public School. (ii) Attainments in sports / Arts / Music and experience of handling children with affection will be preferred.	on 01-01-2024
6	Music Teacher <b>(Contractual)</b>	01	<b>Essential Qualification :</b> Higher secondary with a degree of diploma in music from any of the recognized institutions.  OR Working knowledge of English and Hindi or other Regional Language. A Bachelors Degree with Music from recognized university.  OR Higher secondary / Sr. Secondary with any one of the following : Sangeet-Visharad examination of Gandharva Mahavidhyalaya Mandal, Bombay or Bhatkhande Sangeet Vidyalaypeeth, Lucknow or Indira Kala Sangeet Vishwas Vidyalaya, Khairagarh (MP) or Sangeet Prabhakar examination of the Prayag Sangeet Samiti, Allahabad.	Between 21 to 35 years on 01-01-2024
7	Parade Master / Drill master	01	<b>Essential Qualification</b> (i) Ex-serviceman <b>preferably a JCO with at least 10 years experience</b> in handling and instructing band. (ii) Graduate instructor grading in drill course from IMA Dehradune <b>DESIRABLE QUALIFICATIONS</b> (i) Experience of residential public School (ii) Proficiency in teaching in English medium	Maximum Age 45 years
8	PT Instructor <b>(Contractual)</b>	01	<b>Essential Qualification</b> (i) Ex-serviceman preferably a JCO with at least 10 years experience as PT Instructor. (ii) Qualified PT Instructor course from AIPT Pune (iii) Proficiency in teaching in English medium. <b>DESIRABLE QUALIFICATIONS</b> (i) Experience of residential public School (ii) Should be able to converse fluently in English.	
9	Accountant <b>(Contractual)</b>	01	<b>Essential Qualification</b> (i) B.Com /M.Com / CA Inter (ii) Advance Diploma in Computer Accounting (iii) Should be able to converse fluently in English. <b>DESIRABLE QUALIFICATIONS</b> (i) Experience of residential public School. (ii) English & Hindi Typing with 45 wpm.	Between 21 to 35 years on 01-01-2024
10	LDC <b>(Contractual)</b>	01	<b>Essential Qualification</b> (i) Graduate with at least 2 years office experience in a Govt. of Commercial organization and ability to correspond in English.	Between 21 to 35 years on 01-01-

			<p>(ii) Advance Diploma in Computer Application.  (iii) Should be able to take notes in Short Hand (Must have done Certificate Course)  (iv) Should be able to converse fluently in English.</p> <p><b>DESIRABLE QUALIFICATIONS</b>  (i) English &amp; Hindi Typing with 40-45 wpm.</p>	2024
11	Counselor ( <b>Contractual</b> )	01	<p><b>Essential Qualifications:</b>  (i) Graduate/Post Graduate in Psychology OR  (ii) Post Graduate in Child Development OR  Graduate/Post Graduate with Diploma in Career Guidance and Counseling</p> <p><b>Desirable Qualifications:</b>  (i) Experience in a residential School as a Counsellor/ Wellness teacher  (ii) Proficiency in Games as well as Cocurricular activities.  (i) Knowledge of Computer application.</p>	
12	Receptionist ( <b>Contractual</b> )	01	<p><b>Essential Qualifications:</b>  (i) Graduate/ Post Graduate.  (ii) Proficiency in teaching in English medium.  (iii) Proficiency in Computer Basic and Internet.  (iv) Experience of handling children with affection will be preferred.  (v) Skills in first aid, CPR, Personal Hygiene, Knowledge of prescription reading etc.</p> <p><b>Desirable Qualifications:</b>  (i) Experience of working in a residential school as career / educational counselor.  (ii) Proficiency in Games as well as Co-curricular activities and knowledge of computer</p>	
13	Driver ( <b>Contractual</b> )	01	<p>Essential Qualification:  (i) Matriculation pass or equivalent qualification from a recognized Board.  (ii) Applicant must be in possession of valid Heavy Vehicle Driving License issued from Regional Transport Officer/ District Transport Officer with knowledge of traffic signs.  (iii) Should be able to converse fluently in English.</p> <p><b>DESIRABLE QUALIFICATIONS</b>  (i) Identification of various parts of vehicle, changing of wheels, spare wheels (Stepeny), Installation/changing of vehicle Battery, Daily Inspection (DI) of vehicle Etc  (ii) Capable of road side repair of vehicles.  (iii) Experience of residential public School.</p>	Between 21 to 40 years on 01-01-2024
14	Quarter Master ( <b>Contractual</b> )	01	<p><b>Essential Qualification</b>  (i) B.A /B.Com/B.Sc.  (ii) At least 5 years experience as UDC stores or as Quartermaster or an ex-serviceman preferably a JCO with at least 10 years experience in handling and accounting of stores  (iii) Should be able to converse fluently in English.</p>	Between 21 to 35 years on 01-01-2024

			<p><b>DESIRABLE QUALIFICATIONS</b></p> <p>(i) Should have undergone a Quartermaster's Course. .</p> <p>(ii) Experience of residential public School.</p>	
15	Hostel Superintendent / (Male & Female) Matron / Ward Boy ( <b>Contractual</b> )	01	<p><b>Essential Qualification</b></p> <p>(i) Graduate with B.A/B. Sc/ B.Com degree or equivalent exam passed.</p> <p>(ii) Should be able to converse fluently in English.</p> <p><b>DESIRABLE QUALIFICATIONS</b></p> <p>(i) Attainments in sports/Arts/ Music</p> <p>(ii) Experience of handling children with affection will be preferred.</p> <p>(iii) Skills in first aid, CPR, Personal Hygiene, Knowledge of prescription reading etc.</p> <p>(iv) Having knowledge of records keeping/ Maintenance of Student dossiers/ Baggage/ Store management etc.</p> <p>(v) Good communication skill in (English &amp; Hindi) languages</p> <p>(vi) Experience/ Knowledge of contingency situation handling without encumbrances.</p> <p>(vii) Experience of residential public School.</p>	Between 21 to 35 years on 01-01-2024
16	Nursing Assistant	01	<p><b>Essential Qualification</b></p> <p>i) Nursing diploma / Degree.</p> <p>ii) 5 years experience or ex-serviceman of Medical Assistant trade with at least 5 years service after Training.</p> <p><b>DESIRABLE QUALIFICATIONS</b></p> <p>(viii) Attainments in sports/Arts/ Music</p> <p>(ix) Experience of handling children with affection will be preferred.</p> <p>(x) Skills in first aid, CPR, Personal Hygiene, Knowledge of prescription reading etc.</p> <p>(xi) Having knowledge of records keeping/ Maintenance of Student dossiers/ Baggage/ Store management etc.</p> <p>(xii) Good communication skill in (English &amp; Hindi) languages</p> <p>(xiii) Experience/ Knowledge of contingency situation handling without encumbrances.</p> <p>Experience of residential public School.</p>	Between 25 to 35 years on 01-01-2024

**Note :-**

**1. The school administration reserves the right to increase, decrease or cancel the vacancies for any category at any stage due to administrative/ policy reason.**

**- Candidates should be prepared to appear in class demonstration test (along with lesson plan) of 20 minutes (if cleared the written exam) for Class XI of respective subject (for PGTs) & Class X and TGT of respective subject from NCERT book.**

- Candidates for Counselor will be required to conduct a counseling session for class IX on POCSO related issues.

- If no suitable candidate is found from respective category, recruitment schedule for UR candidates will be intimated subsequently.

- Category falling under others will not be entitled for written examination only skill test and interview will be applicable.

2. Contractual employees are not entitled for any other benefits except consolidated salary.

**3. Other Conditions for Contractual/ Temporary Staff.**

(a) Sainik School Rules & Regulations in vogue and as amended from time to time and other direction(s) received from Sainik Schools Society, New Delhi will be applicable.

(b) The contractual posts are purely for a maximum period of 11 Months from date of appointment.

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

a) Desirous candidates should apply to the Principal, Sainik School, Maharao Shekha Ji Circle, Sikar Road, Jaipur-302039 (Rajasthan) through offline mode only on the prescribed format available in "Vacancy Notice" tab of School website [www.sbnpbulicsschool.com](http://www.sbnpbulicsschool.com) along with self-attested copies of certificates and testimonials. In the absence of testimonials/ certificate, the application will be rejected.

b) Candidate must mention their secured percentage in each exam starting from class 10<sup>th</sup> onwards while filling their application form and attach self-attested copies of marksheets and certificates of these education qualifications.

c) Candidate must submit two passport size photographs.

d) Candidate must submit self-address envelope with postage stamp of Rs.27/-.

e) Candidate must attach crossed demand draft (non-refundable) of Rs. 500/- for Gen Category/OBC & Rs. 250/- for SC/ST category, preferably issued by the IOB drawn in favour of **SHRI BHAWANI NIKETAN PUBLIC SCHOOL** payable at **INDIAN OVERSEAS BANK**, Branch- **Sikar Road, Jaipur** (Rajasthan) (Branch Code No.1693 and IFSC Code IOBA0001693).

f) SC/ST/OBC candidates must submit a valid caste certificate to avail reservation & fee concession. In the absence of certificate, the application shall be rejected.

5. Last date of receipt of applications is **15 Jan., 2024**.

**6. 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 "....." (Specify the name of Post) must be written in Capital letters on the top of Envelope.

**7. Mode of Call Letters -**

(a) All information regarding firm date/schedule of recruitment process, etc will be notified on school website “www.sbnpublicschool.com”. For latest update, candidates are required to visit school website regularly. Details of exam Date, time and venue will be published on school website only. It is the responsibility of candidates to visit school website regularly for latest info/updates etc.

(b) Candidates are required to submit their working email ID & contact No in clear hand writing which is mandatory for communication. The school reserves the right to dispatch call up letter via email mode only, hence candidates need to furnish their legible and working email ID and mobile contact at the appropriate column of application form.

(c) It is the responsibility of candidate to write legible email ID, Contact details & Address. School will not be responsible for failure of communication due to non-legibility/ wrong email address, Mobile No & postal address.

#### **8. Exam/ Test.**

(a) Only short-listed candidates who fulfill eligibility criteria based on essential qualification(s) will be called for Written Exam, Skill test and Interview (as applicable). Skill test and Interview will be conducted after written exam.

(b) No TA/DA will be admissible.

(c) Skill test for various posts will include work/ test in their respective fields.

9. Selection will be made based on performance in **“written test, skill test and practical test and interview (as & where applicable).”**

10. 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.

11. **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.** All documents in original will be physically verified on the day of exam.

12. After the recruitment all documents are subject to verification by issuing authorities/board/university. Legal action will be initiated against the person(s) found using fake/forged/tempered documents, which will also result in termination of services.

**PRINCIPAL**