



केन्द्रीय विद्यालय संगठन(मुख्यालय)

Kendriya Vidyalaya Sangathan (HQ)

18, संस्थागत क्षेत्र, शहीद जीतसिंह मार्ग,

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वेब/Website: www.kvsangathan.nic.in

ADVT NO. : 09

RECRUITMENT FOR THE POST OF DEPUTY COMMISSIONER, ASISTANT COMMISSIONER AND PRINCIPAL FOR THE YEARS 2014-15 AND 2015-16.

Kendriya Vidyalaya Sangathan (KVS), henceforth mentioned as KVS, an autonomous organization under the Ministry of Human Resource Development, Government of India invites Online applications from Indian Citizens for recruitment to the posts of Deputy Commissioner, Assistant Commissioner and Principal for the years 2014-15 and 2015-16.

Candidates are required to apply online through KVS website or <http://jobapply.in/kvs/> No other means/mode of submission of applications will be accepted. The schedule of ONLINE registration is as follows:-

Commencement of Online Registration on KVS website or http://jobapply.in/kvs/	21.02.2015
Last Date for submission of printout of Online application alongwith other documents by the candidates applying for the posts of Deputy Commissioner and Assistant Commissioner to Post Box No. 3076, Post Office, Lodhi Road, New Delhi-110003.	30.03.2015
Last Date for Online Registration	23.03.2015 upto 2400 Hours

DETAILS OF VACANCIES:

Post Code	Post	UR	SC	ST	OBC	Total	OH	VH	HH	Pay Band	Upper Age Limit (As on 23.03.2015)
01	Deputy Commissioner (DC)	01	--	01	--	02	--	--	--	₹15,600-₹39,100 plus Grade Pay ₹7,600/-	50 years
02	Assistant Commissioner (AC)	03								₹15,600-₹39,100 plus Grade Pay ₹7,600/-	50 years
03	Principal (PPL)	49	12	06	23	90	01-	02 (BLV)	01	₹15,600-₹39,100 plus Grade Pay ₹7,600/-	Min. 35 & upper age limit 50 years

Note :- The number of vacancies advertised may vary. They may decrease or increase.

EDUCATIONAL QUALIFICATION & EXPERIENCE.

Sl. No.	Short Name of Post	Post Code	Qualification (s) & Experience	Qualification Code
01	DC	01	<p>Essential Qualifications:-</p> <ol style="list-style-type: none"> 1. Atleast a second class Master's degree 2. B.Ed. or equivalent degree. 3. 05 years regular service as Assistant Commissioner. <p align="center">OR</p> <p>08 years experience as Assistant Commissioner and Principal together with minimum 01 year's experience as Assistant Commissioner (Both Principal as well as Assistant Commissioner are in the same band of Rs.15,600-39,100+ Grade Pay Rs.7,600/-).</p> <p>Desirable:</p> <ol style="list-style-type: none"> 1. Working knowledge of Hindi and English. 2. Experience in directing in-service training programmes for teachers and administrators and /or research in education. 	01
02	AC	02	<p>Essential Qualifications:-</p> <p>(A) Academic</p> <ol style="list-style-type: none"> i) Master Degree from recognized University with atleast 45% marks. ii) B.Ed or equivalent degree. <p>(B) Experience:</p> <p>Person holding the post of Principal in the pay band of Rs. 15,600-39,100 with Grade Pay of Rs. 7600 with atleast 03 years experience.</p> <p>Desirable:</p> <p>Knowledge of computer application.</p>	02
03	PPL	03	<p>Essential Qualifications:-</p> <p>A. Academic:</p> <ol style="list-style-type: none"> i) Master's Degree from recognized university with atleast 45% marks in aggregate. ii) B.Ed. or equivalent teaching degree <p>B. Experience:</p> <ol style="list-style-type: none"> (a) Persons holding analogous posts or posts of Principals in Central/State Govt./ Autonomous organisations of Central/State Govt. in the Pay Band of Rs.15,600-39,100 with Grade Pay of Rs. 7,600/-. <p align="center">OR</p> <ol style="list-style-type: none"> (b) Vice Principals/Assistant Education Officers in Central/State Govt./ Autonomous organisations of Central/State Govt. in the Pay Band of Rs.15,600-39,100 with Grade Pay of Rs.5,400/- with combined service of 05 years as PGT and 02 years as Vice-Principal.; <p align="center">OR</p> <ol style="list-style-type: none"> (c) Persons holding posts of PGTs or Lecturer in Central/State Govt./ Autonomous organisations of Central/State Govt. in the Pay Band of Rs.9,300-34,800 with Grade Pay of Rs. 4,800/- or equivalent with atleast 08 years' regular 	03

			<p>service in the aforesaid grade.</p> <p style="text-align: center;">OR</p> <p>(d) 15 years combined regular service as TGT in the Pay Band of Rs. 9,300-34,800/- with Grade Pay of Rs. 4,600/- and PGT in the Pay Band of Rs. 9,300-34,800/- with Grade Pay of Rs. 4,800/- out of which 03 years as PGT.</p> <p>Desirable: Knowledge of computer applications.</p>	
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AGE RELAXATION

Relaxation in upper age limit will be as under:

- (a) No age bar in the case of employees of Kendriya Vidyalaya Sangathan.
- (b) Upto a maximum of 5 years in the case of SC/ ST candidates.
- (c) Upto a maximum of 3 years in the case of OBC candidates.
- (d) Upto 5 years for persons who had ordinarily been domiciled in the State of Jammu and Kashmir during 01.01.80 to 31.12.89.
- (e) Upto a maximum of 5 years for Government Servants.
- (f) Upto a maximum of 10 years in the case of SC/ST and 08 years in the case of OBC candidates serving as Govt. employees in accordance with the Govt. of India instructions. An applicant claiming age relaxation under this para should produce a certificate from his/her employer to the effect that he/ she is a Govt. servant as on the date of advertisement.
- (g) Upto a maximum of 10 years in the case of Persons with Disabilities candidates.
- (h) **Age relaxation for Ex-servicemen will be given as per Govt. of India Rules.**

Note 1: Except for Persons with Disabilities candidates., all the concessions mentioned above will be concurrent, that is, if a person is eligible for more than one concession, only one concession of the highest permissible limit, will be granted. For Persons with Disabilities candidates, if a person belongs to SC/ST, he/she will be allowed maximum concession of 15 years, i.e., 10 years for Persons with Disabilities and 5 years for SC/ST subject to maximum age limit of superannuation.

HOW TO APPLY

- Eligible and interested candidates would be required to apply only **ONLINE** through KVS website or <http://jobapply.in/kvs/> .
- Before applying for the post, the candidates must have a valid email id through which he/she will fill up the **ONLINE** application.
- Candidates are required to visit KVS website or <http://jobapply.in/kvs/> where complete advertisement, details regarding eligibility criteria, selection procedure, application fee, online registration and general conditions are available.
- Candidates applying online are required to take print out of auto generated filled in application format.
- Candidates applying online for the post of Deputy Commissioner and Assistant Commissioner are required to send a print copy of their online application through proper channel along with all the certificates in support of the information filled in their online application for verification of their eligibility.

The Online Application along with photocopies of all certificates must reach the P.O Box address indicated above on or before **30.03.2015** positively.

- The candidates applying for the post of Principal has to keep one set of application alongwith photocopies of the documents with him/her for record and the same be produced at the time of interview, if shortlisted.
- Candidates applying for the post of Principal are not required to submit the application or the printout of their ONLINE applications or any other documents to Kendriya Vidyalaya Sangathan (KVS) either by post or by hand.
- 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 admit card/Interview call letter 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.

EXAMINATION FEES

- Candidates are required to pay a **non-refundable** application fee of ₹ 1200/- (₹ one thousand two Hundred only). **The fee once paid will NOT be refunded on any account nor would this fee be held in reserve for future examination/selection.** For making payment through Credit/Debit Card (Master or Visa approved); Indian Bank will charge ₹ 30/- (₹ Thirty only) as “**service charge**” in addition to the fees.

MODE OF PAYMENT

Candidates should fill in the details to register and then fill the information in the **ONLINE** application form at the appropriate places very carefully as per the instructions available on the website. **Fee once paid will not be refunded under any circumstances.** Candidates are, therefore, requested to verify their eligibility before paying the application/processing fee and to fill in the payment details carefully.

After filling the information candidate is required to proceed for making the payment through Credit/Debit Card (Master or Visa approved).

1. On successful transaction of the payment through payment gateway, auto generated application number will be issued.
2. Candidates applying for the post of Principal has to take the print out of the Application Form containing the auto generated application number and keep it along with documents duly photocopied with him/her for record and the same to be produced at the time of interview, if shortlisted.
3. The candidates applying for the post of Principal are **not** required to submit the documents i.e. Printout of application forms along with testimonial and service certificate to Kendriya Vidyalaya Sangathan (KVS) either by post or by hand.
4. The candidates applying for the post of Deputy Commissioner and Assistant Commissioner are required to send their Online Application **THROUGH PROPER CHANNEL** along with all documents in support of the information filled in by them in Online Application to “ **Post Box No. 3076, Post Office Lodhi Road, New Delhi – 110003** by **ORDINARY POST** only.”

SCHEME OF EXAMINATION:

1. The scheme of examination for the post of Principal is available in the KVS website.
2. Scheme of examination for recruitment to the post of Deputy Commissioner and Assistant Commissioner will be decided by the KVS.

EXAMINATION CENTRES (CITIES):

The written examination for the post of Principal will be conducted in Delhi/NCR only on 11th April, 2015. Written examination for the posts of Deputy Commissioner and Assistant Commissioner, **if required**, will be held on 11th April, 2015.

CORRESPONDENCE WITH CANDIDATES

All correspondence with candidates will be done through e-mail only. All information regarding examination schedule/admit card/ interview call letter etc. will be provided through uploading on KVS website. Responsibility of receiving, downloading and printing of admit card/interview call letter/ any other information shall be of the candidate. KVS will not be responsible for any loss of email sent, due to invalid/wrong email ID provided by the candidate or for delay/non receipt of information if a candidate fails to access his/her email/website in time. Candidates are requested to regularly visit KVS website i.e. www.kvsangathan.nic.in for the information regarding recruitment.

IMPORTANT INSTRUCTIONS TO THE CANDIDATES

- The candidates applying for the examination should ensure that they fulfill all eligibility conditions for admission to the examination. Their admission at all the stages of the examination will be purely provisional subject to satisfying the prescribed eligibility condition(s).
- Mere issue of Admit Card to the candidate will not imply that his/her candidature has been finally cleared by the KVS.
- The KVS takes up verification of eligibility conditions with reference to original documents only after the candidates have qualified for interview.
- Fee once paid will **NOT** be refunded under any circumstances.
- No fee is required to be paid by SC, ST, Persons with Disability candidates and Ex-Servicemen category.
- **The vacancies may vary. They may increase or decrease.**
- No correspondence regarding eligibility of the candidates will be entertained by the KVS.
- **The cut off date for determining the age, educational qualifications, experience etc. will be the last date of submission of ONLINE APPLICATION.**
- No age relaxation will be given to the candidates working in Autonomous Body/Statutory Body /Public Sector Undertaking.
- The service of the candidates who is working on continuous regular basis in Central/State Govt./Autonomous Body of Central/State Govt will be counted for experience purpose. Adhoc/Contractual service and service in pay scale other than those mentioned in the advertisement will not be counted for experience purpose.

- In case of selection of a candidate for the post of Deputy Commissioner, Assistant Commissioner and Principal, he/she shall be posted anywhere in India and the candidate will have no vested right to be posted at the place of his/her choice.
- **Canvassing in any form will disqualify the candidature of the applicant.**

