

केन्द्रीय विद्यालय, मंगलदोई
Kendriya Vidyalaya, Mangaldoi



सूचना-पुस्तिका

Information-Booklet

अंशकालिक संविदा पैनल के लिए
साक्षात्कार

(सत्र : 2022-23)

Interview for Part- Time Contractual Panel
(Session : 2022-23)

महत्वपूर्ण नोट

IMPORTANT NOTE

- न्यूनतम और अधिकतम आयु सीमा क्रमशः 18 और 65 वर्ष होगी।
Minimum and Maximum age limit shall be 18 and 65 years respectively.
- साक्षात्कार में भाग लेने के लिए कोई टीए / डीए का भुगतान नहीं किया जाएगा।
No TA/DA will be paid for attending interview.
- पारिश्रमिक और काम के घंटे केवीएस मानदंडों के अनुसार होंगे।
Remuneration and working hours would be as per KVS norms.
- अलग-अलग पदों के लिए अलग-अलग आवेदन स्वीकार किए जाएंगे।
Separate applications will be accepted for different post.
- हिंदी और अंग्रेजी माध्यम में पढ़ाने की दक्षता आवश्यक है।
Proficiency in teaching in Hindi and English medium is required.
- कंप्यूटर का ज्ञान वांछनीय है ।
Computer Knowledge is desirable.
- यह साक्षात्कार 2022-23 सत्र में केन्द्रीय विद्यालय मंगलदोई में विभिन्न पदों के लिए आवश्यकता होने पर अंशकालिक संविदात्मक पैनल तैयार करने के लिए है तथा केवीएस में नियमित नियुक्ति प्राप्त करने का कोई अधिकार नहीं देता।
This interview is only for preparing a panel of different posts to be engaged on purely part time contractual basis as and when required in KV, Mangaldoi during the academic year 2022-23 and does not confer any right to get regular appointment in KVS.
- साक्षात्कार में उपस्थित होने के लिए पंजीकरण आवश्यक है, पंजीकरण सुबह 08:30 बजे से 11:00 बजे तक होगा।
Registration is essential to appear in the interview and it will be from 08:30 AM to 11:00 am .
- साक्षात्कार की प्रक्रिया निर्धारित तिथि पर सुबह 11:00 बजे से शुरू होगी।
Interview process would start from 11:00 AM onward on stipulated date.
- उम्मीदवार विधिवत भरे गए पंजीकरण फॉर्म, तथा सत्यापन के लिए अपने मूल दस्तावेजों की स्व-सत्यापित फोटोकॉपी के साथ साक्षात्कार में उपस्थित होंगे।
Candidate would appear in the interview with duly filled registration form, self-attested photocopies of the documents with its original for verification.

नियम एवं शर्तें

TERMS AND CONDITIONS

केंद्रीय विद्यालय मंगलदोई स्नातकोत्तर , प्रशिक्षित स्नातक एवं प्राथमिक शिक्षकों हेतु संविदा पर नियुक्तियां हेतु आवेदन आमंत्रित करता है। साथ ही संविदा पर, कोच (विभिन्न खेलों से संबंधित) , कला एवं शिल्प प्रशिक्षक, विशेष शिक्षक कंप्यूटर प्रशिक्षक और संगीत प्रशिक्षक के पदों पर भी आवेदन आमंत्रित किए जा रहे हैं।

Kendriya Vidyalaya Mangaldoi invites applications to fill the vacancies of PGTs, TGTs and PRTs on contractual basis. Applications are also invited for the contractual posts of Coaches (for different games), Art and Craft Instructors, Special Educators, Computer Instructors and Music Coach.

सामान्य नियम एवं शर्तें / GENERAL TERMS AND CONDITIONS:

1. किसी भी पद पर आवेदन करने वाले आवेदकों द्वारा कोविड-19 टीकाकरण अनिवार्य है।
All the candidates applying for any post must have taken covid-19 vaccination.
2. आवेदन करने वाले अभ्यर्थियों की शैक्षणिक अर्हता केंद्रीय विद्यालय संगठन के मानदंडों के अनुसार होनी चाहिए।
Educational qualifications will be as per KVS norms.
3. न्यूनतम और अधिकतम आयु सीमा क्रमश 18 वर्ष से 65 वर्ष होगी।
Minimum and maximum age limit shall be 18 years to 65 years respectively.
4. शैक्षिक योग्यता एवं अनुभव प्रमाण पत्र की स्व-सत्यापित फोटोकॉपी आवेदन पत्र के साथ जमा करनी होगी।
Self-attested photocopies of the educational qualifications and experience certificates should be submitted with the application.
5. मूल दस्तावेज साक्षात्कार के समय सत्यापन के लिए लाए जाने चाहिए ।
Original documents should be brought for verification at the time of interview.
6. संविदा शिक्षकों की सेवाएं नियमित शिक्षक की नियुक्ति होने तक या शैक्षणिक सत्र की समाप्ति, जो भी पहले हो, तक ली जायेंगी। हालांकि, यदि उनका प्रदर्शन संतोषजनक नहीं रहा, तो उनकी सेवाएं पहले भी समाप्त की जा सकती हैं।
The contractual teachers would be engaged till such time the regular teacher joins or the end of the academic session, whichever is earlier. However, their services can be terminated earlier if their performance is not satisfactory.

7. उम्मीदवारों को कंप्यूटर पर काम करने का ज्ञान होना चाहिए और केवीएस द्वारा प्रदान किए गए प्लेटफार्मों जैसे कि Google क्लासरूम, गूगल मीट, क्लासरूम लाइव, आदि का उपयोग करके हाइब्रिड मोड में पढ़ाने में सक्षम होना चाहिए।

The candidates must have working knowledge of computer and must be capable of teaching in hybrid mode using the platforms provided by KVS, like Google Classroom, Google Meet, Classroom live, etc.

8. ड्रेस कोड- प्रत्येक शिक्षक सुनिश्चित करे उसका पहनावा साफ सुथरा और सम्मानजनक होना चाहिए। उसे किसी भी सूरत में इस तरह के कपड़े नहीं पहनने चाहिए कि वह छात्रों और सहकर्मियों के बीच उतेजना, उपहास या दया का पात्र बन जाए।

DRESS CODE- Every teacher shall be clean and trim. She/he shall not be casual and informal, while on duty. Her/his dress shall be neat and dignified. She/he shall on no account be dressed so as to become an object of excitement or ridicule or pity at the hands of students and colleagues.

1. संविदा के आधार पर नियुक्त शिक्षकों का नियमित आधार पर नियुक्ति का कोई दावा या अधिकार नहीं होगा और न ही वे केन्द्रीय विद्यालयों के शिक्षकों के संवर्ग में शामिल होंगे। विद्यालय में रिक्ति होने पर भी उम्मीदवार नियुक्ति के लिए किसी प्रकार का दावा नहीं कर सकते हैं। नियुक्ति पूर्णतः आवश्यकता आधारित होगी।

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

- a. संविदा के आधार पर नियुक्त शिक्षक, अवकाश वेतन के हकदार नहीं होंगे और शरद/शीतकालीन अवकाश के दौरान भुगतान की गणना केविएस नियमों के आधार पर की जाएगी।

Teachers appointed on contractual basis will not be entitled for vacation pay and during Autumn/ Winter Break payment shall be calculated on the basis of KVS norms.

- b. कार्य दिवस पर अनुपस्थित रहने पर शिक्षक वेतन के हकदार नहीं होंगे। इयूटी से अनुपस्थित रहने की स्थिति में भुगतान की गणना केविएस नियमों के आधार पर की जाएगी।

Teachers will not be entitled for pay, if remain absent on working day. In case of absence from duty, payment will be calculated on basis of KVS norms.

शिक्षकों का नौकरी विवरण (पीजीटी, टीजीटी, पीआरटी) / JOB DESCRIPTION OF TEACHERS (PGT, TGT, PRT)

संविदा शिक्षक, नियमित शिक्षक के समान सभी कर्तव्यों का निर्वहन करेंगे। उनके नौकरी विवरण में शामिल हैं।

Contractual teachers will perform all the duties similar to a regular teacher. Their job description includes-

1. केवीएस और सीबीएसई मानकों के अनुसार उनके विषय का शिक्षण। Teaching of their subject as per KVS and CBSE standards.
2. कक्षा और गृहकार्य, परीक्षा पत्र, परियोजना कार्य आदि का समय पर जांच कार्य।
Timely correction of class and home assignments, test-papers, projects, etc.
3. परीक्षा विभाग द्वारा दिए जाने वाले विभिन्न परीक्षणों और परीक्षाओं के लिए प्रश्न पत्रों का निर्माण।
Setting of question papers for various tests and exams, when asked by the examination department.
4. पाठ योजना तैयार करना और छात्रों का अकादमिक रिकॉर्ड बनाए रखना
Preparation of lesson plans and maintain academic record of the students
5. छात्रों को पाठ्य सहगामी गतिविधियों, गृह गतिविधियों, विभिन्न सांस्कृतिक प्रतियोगिताओं आदि के लिए तैयार करना।
Preparing the students for co-curricular activities, house activities, various cultural competitions, etc.
6. यदि आवश्यक हो, छात्रों को विद्यालय के बाहर गतिविधियों के लिए एस्कॉर्ट करना
If required, escorting the students for activities outside Vidyalaya.
7. विद्यालय द्वारा सौंपे गए किसी अन्य कार्य को पूरा करना
Completion of any other work assigned by Vidyalaya.

कला और शिल्प प्रशिक्षक, कोच, कंप्यूटर प्रशिक्षक की नौकरी का विवरण

JOB DESCRIPTION OF ART AND CRAFT INSTRUCTOR, COACH, COMPUTER INSTRUCTOR

सभी विषयों के प्रशिक्षक, नियमित शिक्षकों के समान सभी कर्तव्यों का पालन करेंगे। उनके नौकरी विवरण में शामिल हैं

The instructors and coaches will perform all the duties similar to regular teachers in these subjects. Their job description includes-

1. छात्रों में रचनात्मक अभिव्यक्ति / शिक्षण तकनीकों, रणनीति और खेल गतिविधियों के प्रासंगिक कौशल का विकास करना / कंप्यूटर विषय की कार्यक्षमता के विकास हेतु सैद्धांतिक एवं प्रायोगिक दक्षता प्रदान करना |

Developing the ability of creative expression/ teaching techniques, tactics and relevant skills of sports activities in students/ to provide theoretical and applied instructions in computer functionality

2. उनके विषयों से संबंधित पाठ योजना विकसित करना |

Developing lessons plans related to their subjects

3. नियमित शिक्षकों को उनके विषय से संबंधित दक्षता विकसित करने में सहायता करना |

Assisting the regular teachers in developing the proficiencies related to their subject

4. छात्रों को विभिन्न स्कूल स्तर, क्षेत्रीय स्तर और राष्ट्रीय स्तर की प्रतियोगिताओं के लिए तैयार करना |

Preparing the students for various school level, regional level and national level competitions

आवश्यक योग्यताएं / REQUIRED QUALIFICATIONS:-

(i) For PGTs :-

Essential Qualification:

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 at least 50%marks in aggregate in the following subjects:

Sl. No.	Post (Subject)	Subject (s) at Post Graduate level
1	PGT (English)	English
2	PGT (Hindi)	Hindi or Sanskrit with Hindi as one of the subjects at Graduate level
3	PGT (Physics)	Physics/Electronics/Applied Physics/Nuclear Physics
4	PGT (Chemistry)	Chemistry/Bio Chemistry
5	PGT (Maths)	Mathematics/Applied Mathematics
6	PGT (Biology)	Botany/Zoology/Life Sciences/Bio Sciences/Genetics/ Micro-Biology/Bio-Technology/Molecular Biology/Plant Physiology provided they have studied Botany and Zoology at Graduation level
7	PGT (History)	History
8	PGT (Geography)	Geography

2. B.Ed. or equivalent degree from recognized university

3. Proficiency in teaching in Hindi and English media.

Desirable Qualification :

Knowledge of computer applications

Note :Candidates having only Special B.Ed are not eligible for the post of PGT.

Desirable Qualifications: Knowledge of Computer Applications.

(ii) For PGT (Computer Science):-

Essential Qualification :

1. At-least 50 % marks in aggregate in any of the following;

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.

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.

2. Proficiency in teaching in Hindi and English.

For TGTs:- Essential Qualification:

(a) Four years integrated degree course of Regional College of Education of NCERT in the concerned subject with at least 50% marks in aggregate.

OR

Bachelor's Degree with atleast 50% marks in the concerned subject/combination of subject and in aggregate. The elective subjects and languages in the combination of subjects are as under:

Sl. No.	Post (Subject)	Subject(s)
1	TGT (English)	English as a subject in all the three years.
2	TGT (Hindi)	Hindi as a subject in all the three years.
3	TGT(S.St)	Any two of the following: History, Geography, Economics and Pol. Science of which one must be either History or Geography.
4	TGT (Science)	Botany, Zoology and Chemistry.
5	TGT (Sanskrit)	Sanskrit as a subject in all the three years.
6	TGT (Maths)	Bachelor Degree in Maths with any two of the following subjects: - Physics, Chemistry, Electronics, Computer Science, Statistics

- i) B.Ed or equivalent degree from a recognized University.
- ii) Pass in the Central Teacher Eligibility Test (CTET) Paper-II, conducted by CBSE in accordance with the Guidelines framed by the NCTE for the purpose.
- iii) Proficiency in teaching in Hindi and English medium.

Desirable: Knowledge of Computer Applications.

IMPORTANT INSTRUCTIONS TO THE CANDIDATES FOR THE POST OF TRAINED GRADUATE TEACHERS (TGTs)

- A. The candidate should possess the professional qualification of B.Ed as on the last date of submission of application.
- B. **For the post of TGT (S.St.):**
1. The candidate should have studied any two subjects out of the following:
 - (i) History with atleast 50% marks in aggregate and one subject out of Geography/Economics/Political Science with atleast 50% marks in aggregate and also atleast 50% marks in graduation, **OR**
 - (ii) Geography with 50% marks with History/Economics/Political Science with atleast 50% marks in aggregate and also atleast 50% marks in graduation.
 2. Geography/History should have been studied in all the years of graduation with atleast 50% marks.
 3. In case of Honours Degree in History, the candidate should have studied Geography/Economics/Political Science in first and/or second year of graduation with atleast 50% marks in History in aggregate and atleast 50% marks in other subject indicated above at graduation level and also atleast 50% marks in aggregate at graduation level.
 4. Similarly in case of Honours degree in Geography, the candidate should have studied History/Economics/Political Science in first and/or second year of graduation with atleast 50% marks in Geography in aggregate and atleast 50% marks in other subject indicated above at graduation level and also atleast 50% marks in aggregate at graduation level.
- C. **For the post of TGT (Maths):**
1. The candidate should have studied Maths in all the years of graduation with any two subjects out of Physics, Chemistry, Electronics, Computer Science, Statistics.
 2. In case of Honours Degree in Maths, the candidate should have studied Maths in all the years of graduation with atleast 50% marks in aggregate and any of the two subjects indicated in point No.1 above with atleast 50% marks in each subject at graduation, level and also atleast 50% marks in graduation,.
 3. BA (Hons.) in Maths and B.Sc (Hons) in any subject other than Maths are not eligible for the post of TGT (Maths).
- D. **For the post of TGT (Science):**
1. The candidate should have studied Botany, Zoology and Chemistry in all the years of graduation with atleast 50% marks in each subject.
 2. The candidates with Honours Degree in Botany/Zoology/Chemistry with atleast 50% marks in B.Sc should have studied other two subjects with atleast 50% marks in each of them at graduation level.

(iii) **For PRT:-**

Essential :

a)

Senior Secondary (or its equivalent) with at least 50% marks and 2-year Diploma in Elementary Education (by whatever name known)

OR

Senior Secondary (or its equivalent) with at least 50% marks and 4-year Bachelor of Elementary Education (B.El.Ed.)

OR

Senior Secondary (or its equivalent) with at least 50% marks and 2-year Diploma in Education (Special Education)

b) Qualified in the Central Teacher Eligibility Test (CTET) Paper I conducted by the Govt. of India.

c) Proficiency to teach through Hindi & English media.

Desirable :

Knowledge of Computer Applications.

(iv) **For MUSIC Instructor :-**

Essential :

a) Senior Secondary School Certificate with 50% marks or Intermediate with 50% marks or its equivalent and Bachelor Degree in Music or equivalent from a recognized University

b) Competence to teach through English & Hindi media.

Desirable :

Knowledge of Computer Applications.

INSTRUCTIONS TO THE CANDIDATES FOR THE POST OF MUSIC COACH

1. For the post of MUSIC COACH , the candidates who have obtained Diploma in Music are not eligible to apply.

(v) **For Computer Instructor:-**

Essential :

1. At-least 50 % marks in aggregate in any of the following;

B.E or B. Tech. (Computer Science/IT)/BCA/MCA/M.Sc. (Computer Science)/ M.Sc.

(Electronics with Computer Science component)/ M.Sc. (IT)/B.Sc. (Computer Science) from a recognized University.

OR

Bachelor's/ Master degree in any Science subject/ Mathematics from recognized University with Post Graduate Diploma in Computer Application from government recognized University/ institute.

OR

Post Graduate degree in any subject with Post Graduate Diploma in Computer Application from government recognized University/ institute / 'A' Level from 'DOEACC'

a. Proficiency in teaching in Hindi and English media.

Desirable :

Knowledge of Tux Paint, Libre Office, Scratch, Python Turtle, Python

(vi) **For other Posts:-**

SL. NO	Name of the post	Qualification
1.	Sports Coach	Diploma from NSNIS/B.P.Ed./Graduation in Physical Education/ represented at National level /Inter university level. Any equivalent coaching experience of recognized institution.
2.	Yoga Teacher	1) Graduation in any subject or equivalent from a recognized University. 2) One year Training in Yoga from a recognized Instt.
3.	Art & Craft Instructor	Essential: 1. Five Years' recognized Diploma in drawing and Painting/Sculpture/ Graphic Art. OR Equivalent recognized Degree. Or Diploma in fine Art/Painting, oil painting/ Madhubani painting and sculpture etc. 2. Working knowledge of Hindi & English Desirable : Working knowledge of Computer Applications.

केन्द्रीय विद्यालय मंगलदोई

Kendriya Vidyalaya, Mangaldoi

अंशकालिक संविदात्मक आधार पर (सत्र: 2022-23 के लिए)

.....पद के लिए पंजीकरण व आवेदन पत्र

REGISTRATION-CUM-APPLICATION FORM FOR THE POST OF..... ON PART-TIME CONTRACTUAL BASIS (FOR SESSION: 2022-23)

1. आवेदक का नाम Name of Applicant:.....

2. पिता/पति का नाम Father's/Husband's Name:.....

3. आवेदक की जन्मतिथि Date of Birth of Candidate:.....

4. आवेदक का डाक पता Postal Address of Candidate:

5. फोन नंबर Phone Number:

6. ईमेल पता E-mail Address:

कृपया अपना
नवीनतम रंगीन
पासपोर्ट आकार
का फोटो
चिपकाएँ

7. शैक्षिक योग्यता Educational Qualification: - (उच्चतम शिक्षा से बारहवीं तक - घटते क्रम में From highest Class up to class XII in descending order)

परीक्षा का नाम Name of Examination	बोर्ड/विश्वविद्यालय Board/University	उत्तीर्ण करने का वर्ष Year of Passing	विषय Subjects	अंको का प्रतिशत Percentage of Marks

8. प्रोफेशनल योग्यता Professional Qualifications i.e. B.Ed. / M.Ed. / MBA, MCA etc.

9. सीटेट क्वालिफाई किया है या नहीं?..... Paper (I या II): वर्ष.....
 CTET Qualified or Not? : पेपर Paper (I or II):..... Year:

10. शिक्षण अनुभव (केवल सरकार द्वारा मान्यता प्राप्त स्कूलों का):

Teaching Experience (in Govt. Recognized Schools only): -

संस्थान का नाम Name of Institution	धारित पद Post held	कब से From	कब तक To	कुल अनुभव (महीनों में) Total Experience (in Months)

11. उपलब्धियाँ (खेल / एनसीसी / स्काउट सहित) ACHIEVEMENTS (Including Games/
 NCC/ Scout):

13. क्या आप अंग्रेजी और हिंदी दोनों के माध्यम से पढ़ाने में सक्षम हैं? :.....

Are you able to teach through English and Hindi both?

14. क्या आपको कंप्यूटर एप्लीकेशन/ऑनलाइन शिक्षण का ज्ञान है? :.....

Do you have knowledge of Computer Application/Online Teaching?

15.अन्य कोई जानकारी/ Any other Information.....

घोषणा / Declaration

मैं इस बात को प्रमाणित करता/करती हूँ कि उपर्युक्त सारी जानकारी मेरे सर्वश्रेष्ठ ज्ञान के अनुसार सत्य और सही है। मैं यह भी मानता/मानती हूँ कि केवल पात्रता ही चयन का अधिकार प्रदान नहीं करती है। सत्यापन के समय कोई भी जानकारी गलत दिए जाने पर मेरी उम्मीदवारी/चयन को किसी भी स्तर पर रद्द किया जा सकता है। मैं पूरी तरह से समझता/समझती हूँ कि यह पद विशुद्ध रूप से अंशकालिक संविदात्मक है और के.वि.सं. में स्थायी/नियमित नियुक्ति दिलाने का कोई अधिकार नहीं देता है।

I hereby certify that all the information given above is true and correct to the best of my knowledge. I also agree that mere eligibility does not confer right to selection. My candidature/selection may be cancelled at any stage in case any information is found to be incorrect on verification. I fully understand that the post is purely part time contractual and does not confer any right to get regular/permanent appointment in KVS.

दिनांक/Date:.....

.....

आवेदक के नाम सहित हस्ताक्षर

Signature of candidate with name

(केवल कार्यालय के प्रयोग हेतु / For Office Use Only)

केंद्रीय विद्यालय संगठन के नियमानुसार योग्य / अयोग्य पाया गया / As per KVS norms found eligible / not eligible.

टिप्पणी / Remarks :

1.परीक्षक का नाम और हस्ताक्षर / Name & Signature of the Checker :

2.परीक्षक का नाम और हस्ताक्षर / Name & Signature of the Checker :
