

29th August - 4 September - 2015

40

www.employmentnews.gov.in

RECRUIT

NAVODAYA VIDYALAYA SAMITI

(An Autonomous organization under Ministry of HRD
(Deptt. of School Education & Literacy) Govt. of India

Regional Office: H. No: 1-1-10/3, S P Road, Secunderabad-500003 (Telangana)



NOTIFICATION

Navodaya Vidyalaya Samiti, an Autonomous Organization under the Ministry of Human Resource Development (Department of School Education & Literacy) Govt. of India, Regional Office Hyderabad invites applications for recruitment to the posts of Lower Division Clerk/Store Keeper on direct recruitment basis in Jawahar Navodaya Vidyalayas, Hyderabad Region located in Andhra Pradesh, Telangana, Karnataka, Kerala and UTs of Lakshadweep, Puducherry and Andaman & Nicobar Islands as detailed under.

A) Details of Vacancies:

State	LDC (Lower Division Clerk)					Store Keeper				
	UR	SC	ST	OBC	Total	UR	SC	ST	OBC	Total
Andhra Pradesh	04	-	-	-	04	02	-	-	-	02
Telangana	02	-	-	-	02	-	-	01	-	01
Karnataka	11	01	-	-	12	04	-	-	-	04
Kerala	-	-	-	-	-	02	-	01	-	03
Pondicherry (UT)	01	-	-	-	01	-	-	-	-	-
Total	18	01	00	00	19	08	-	02	-	10

Vacancies shown above are tentative and it may vary due to administrative exigency.

B) Educational and other qualifications required

Post	Scale of Pay	Eligibility Conditions
Lower Division Clerk/Store Keeper (on Direct recruitment basis)	Rs. 5200-20200 + 1900 (GP)	<p>Essential:</p> <p>1. (a) Sr. Secondary Class XII Certificate or equivalent from a recognized Board/University with 50% marks and possessing minimum speed of 35 words per minute in English typewriting or 30 words per minute in Hindi typewriting on computer. OR</p> <p>Senior Secondary certificate from CBSE/State Board with secretarial practices and office management as vocational subjects.</p> <p>Desirable:</p> <p>1. Training in computer operations and data entry acquired either as a subject at + 2 level or through 6 month Diploma in computer applications from a recognized institution or through computer literacy certificate at school level.</p> <p>2. Experience of dealing with accounts/administrative matters in Govt. /Autonomous Organizations.</p>

C) Age Limit - 18 -27 years **as on 30.06.2015.

** Relaxation admissible for SC/ST, OBC, Physically Handicapped & Ex - Servicemen as per GOI Rules.

Applications, in the prescribed form, complete in all respects alongwith the required enclosures should reach the **Deputy Commissioner Navodaya Vidyalaya Samiti, Regional Office, H.No: 1-1-10/3, S. P. Road, Secunderabad (Telangana) - 500003, within thirty days from the date of publication of this advertisement alongwith the application fee of Rs. 500/-** (Rupees five hundred only) by Demand Draft in favour of "Deputy Commissioner, Navodaya Vidyalaya Samiti" payable at Secunderabad/Hyderabad. **No fee is payable by SC/ST/PH/Ex-Servicemen/Women Candidates.** Incomplete applications/ applications received after the due date will not be accepted under any circumstances. Complete text of the advertisement, prescribed application format and other General/ Important instructions etc. for the candidates for filling up the application could be downloaded from our website www.navodayahyd.gov.in

EN 22/15

Deputy Commissioner

NAVODAYA VIDYALAYA SAMITI

(An Autonomous organization under Ministry of HRD(Deptt. of School Education & Literacy) Govt. of India

Regional Office: H.No: 1-1-10/3, S P Road, Secunderabad(Telangana)

NOTIFICATION

Navodaya Vidyalaya Samiti, an Autonomous Organization under the Ministry of Human Resource Development (Department of School Education & Literacy) Govt. of India, Regional Office Hyderabad invites applications for recruitment to the posts of Lower Division Clerk/Store Keeper on direct recruitment basis in Jawahar Navodaya Vidyalayas, Hyderabad Region located in Andhra Pradesh, Telangana, Karnataka, Kerala and UTs of Lakshadweep, Puducherry and Andaman & Nicobar Islands as detailed under:

A) Details of Vacancies:

State	LDC (Lower Division Clerk)					Store Keeper				
	UR	SC	ST	OBC	Total	UR	SC	ST	OBC	Total
Andhra Pradesh	04	--	--	--	04	02	--	--	--	02
Telangana	02	--	--	--	02	--	--	01	--	01
Karnataka	11	01	--	--	12	04	--	--	--	04
Kerala	--	--	--	--	--	02	--	01	--	03
Pondicherry(UT)	01	--	--	--	01	--	--	-	--	--
Total	18	01	00	00	19	08	--	02	--	10

Vacancies shown above are tentative and it may vary due to administrative exigency.

Reservation for Ex-Servicemen as per GOI Rules.

B) Educational and other qualifications required:

Post	Scale of pay	Eligibility Conditions
Lower Division Clerk/Store Keeper (on Direct Recruitment basis)	Rs. 5200-20200 +1900 (GP)	<p>Essential :</p> <p>1. (a) Sr. Secondary Class XII Certificate or equivalent from a recognized Board/University with 50% marks and possessing minimum speed of 35 words per minute in English typewriting or 30 words per minute in Hindi typewriting on <u>computer</u>.</p> <p style="text-align: center;">OR</p> <p>Senior Secondary certificate from CBSE/State Board with secretarial practices and office management as vocational subjects.</p> <p>Desirable :</p> <p>1. Training in computer operations and data entry acquired either as a subject at +2 level or through 6 month Diploma in computer applications from a recognized institution or through computer literacy certificate at school level</p> <p>2. Experience of dealing with accounts/administrative matters in Govt. /Autonomous Organizations.</p>

