

केन्द्रीय विद्यालय संगठन(मु0)

Kendriya Vidyalaya Sangathan (Hq.)
18, संस्थागत क्षेत्र, शाहीदजीतसिंहमार्ग
18, Institutional Area, Shaheed Jeet Singh Marg
नई दिल्ली-110016 New Delhi - 110016
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rps.kvshq@gmail.com
वेबसाईट Website: http://kvsangathan.nic.in

Advertisement No. 17

Filling the post of Deputy Commissioner in Kendriya Vidyalaya Sangathan through Direct Recruitment

Kendriya Vidyalaya Sangathan, an autonomous organization under the Ministry of Education, Govt. of India invites applications for the post of Deputy Commissioner in Kendriya Vidyalaya Sangathan through direct recruitment in the Pay Level-12 (Rs.78,800-2,09,200/-) plus allowances as applicable to KVS. The details of vacancies to be filled through direct recruitment are as under:-

Post	UR	EWS	OBC	SC	ST	Total	OH	VH	HH
Deputy Commissioner (Group-A)	06	-	01	-	-	07	-	-	-

Essential:

1. At least a Second Class Master's Degree.
2. B.Ed. or equivalent degree.
3. 05 years' regular service as Assistant Commissioner.

OR

08 years' experience as Assistant Commissioner and Principal together with minimum 01 years' 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. 7600 pre-revised)/(Level-12, Rs. 78,800 to Rs.209200 as per 7th CPC).

Desirable: Working knowledge of Hindi and English.

Experience in directing in-service training programmes for teachers and administrators and/or research in education.

Age Limit: 50 year's (on the last date of submission of application). No age bar in case of employees of Kendriya Vidyalaya Sangathan. Age relaxation for OBC/SC/ST/PH/ EX-SERVICEMAN as applicable under the Govt. of India Rules would be applicable.

1. The applications shall be scrutinized and eligible candidates shall be called for interview at Delhi. Candidates are advised to check their eligibility as per terms & conditions of the advertisement before applying. No fee will be refunded if the candidate is found ineligible at any stage. The decision of KVS shall be final in this regard.

2. No TA/DA will be paid to the candidates for appearing in the interview.

3. The officer selected will be posted in Kendriya Vidyalaya Sangathan Headquarters / various Regional Offices/ Zonal Institutes of Education & Training across India.

4. Eligible candidates should submit their applications **through proper channel only** in the prescribed proforma along with a demand draft of Rs.2300/- (Rupees two thousand three hundred only) drawn in favour of '**KENDRIYA VIDYALAYA SANGATHAN**' payable at New Delhi (NO FEE IS REQUIRED TO BE PAID BY SC/ST/PH/Ex-SM CANDIDATES) so as to reach the Joint Commissioner (Admn.-I), Kendriya Vidyalaya Sangathan, 18, Institutional Area, Shaheed Jeet Singh Marg, New Delhi-110016 latest by **31st January, 2023** in the prescribed proforma. Advance copy will not be entertained.

Sd/-
JOINT COMMISSIONER (ADMN-I)

PROFORMA

**APPLICATION FOR THE POST OF DEPUTY COMMISSIONER
THROUGH DIRECT RECRUITMENT IN KENDRIYA VIDYALAYA SANGATHAN**

1. Name (in Block Letters):
2. Date of Birth (Christian era) (DD/MM/YYYY):
3. Category (GEN/OBC/SC/ST/PH/EX-SM):
4. Address for correspondence (in Block Letters):
5. E-mail Address :
6. Mobile No. of the candidate :
7. Office Telephone No. :
8. Educational Qualifications (Starting from +2 stage):

Affix Passport
size latest
colour
photograph

S.No	Name of the Examination passed	Year of Passing	% of the aggregate	Board/ University

9. Details of experience/employment in chronological order (descending from present onwards):

Sl. No.	Name of Office/ Instt./ Org.	Post held	From	To	Pay Level as per 7 th CPC & Basic Pay	Experience in directing in-service training programmes for teachers and administrators and/or research in education	Nature of duties

10. Nature of present employment, i.e., ad-hoc or temporary or permanent :
11. Whether the present post is a Cadre or an Ex-Cadre post :
12. Whether the present employment is under Central Govt. /State Govt./ Semi Govt./ Autonomous Organization of Central / State Govt. :
13. In case the present employment is held on deputation /contract basis, state
(a) The date of initial appointment :
(b) Period of appointment on deputation/ contract :
(c) Name of the parent Organization/Office. :

14. Details of training courses attended :
15. If the candidate is drawing Revised scale of pay, date from which the revision took place and pre-revised scale :
16. Additional information, if any, in support of the candidate's suitability for the post (in not more than 300 words) :
17. Details of Demand Draft : DD. No.....Date
Name of Bank & Branch :.....

I hereby, confirm and declare that all the statements made and provided by me in this application are true, correct and complete to the best of my knowledge and belief. In the event of any material / information or part of it being found false, tampered or fabricated or suppressed at any stage, my candidature / appointment will automatically be cancelled / terminated.

Dated:.....
Place:

Signature of the candidate

Encl:

1. Demand Draft
2. Copies of certificates in support of Educational Qualifications
3. Copies of certificates in support of Experience & Training

CERTIFICATE

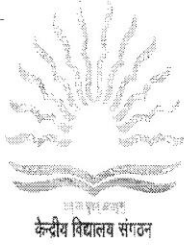
Certified that the above particulars have been verified and found correct in respect of Mr./Ms..... The integrity of the officer is beyond doubt and no Disciplinary/vigilance case is pending/ contemplated against the officer.

Dated:.....
Place:

**Name & signature of the Head of Office
With office seal**

GENERAL INSTRUCTIONS TO THE CANDIDATES :-

1. The officers having regular service in substantive post in pay levels required as per eligibility conditions of the recruitment rules for Deputy Commissioner in KVS are eligible to apply. Officers getting desired level of pay under ACP/MACP/Ad-hoc are not eligible.
2. Applications which do not meet all criteria given in this advertisement and the incomplete applications will be rejected.
3. Candidate should have fulfilled all the requirements pertaining to educational qualifications and experience as on the closing date of application.
4. Candidates should not furnish any particulars that are false, tampered or fabricated or suppress any material information while submitting the certified copies / testimonials.
5. Decision of KVS in all matters regarding eligibility of the candidate, the stages at which such scrutiny of eligibility is to be undertaken, the documents required to be produced for the purpose of the interview, selection and any other matter relating to recruitment will be final and binding on the candidate.
6. The shortlisted candidates are required to bring all the original documents pertaining to Age, Qualification, Experience, Caste, etc. at the time of interview. These documents will be verified at the time of interview. If any candidate is found ineligible during the verification of the documents, he/she shall not be allowed to appear for interview.
7. Canvassing in any form will be treated as disqualification.
8. In case any dispute arises on account of interpretation in versions other than English, English version will prevail.
9. KVS reserves the right to cancel the recruitment partially / fully at any stage during the recruitment process at its discretion, which will be final and binding on the candidate.
10. Any dispute with regard to this recruitment shall be subject to the court having its jurisdiction in Delhi only.



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ADVERTISEMENT NO. 18/2022

FILLING UP THE POST OF ADMINISTRATIVE OFFICER ON DEPUTATION BASIS IN KENDRIYA VIDYALAYA SANGATHAN REGIONAL OFFICES SPREAD ALL OVER INDIA

Kendriya Vidyalaya Sangathan (KVS) an autonomous body under Ministry of Education intends to fill the post of Administrative Officer in its Regional office spread all over India in Pay Level-10 of Pay Matrix as per 7th CPC (pre revised Pay Band-III (Rs.15600-391000 + Grade Pay of Rs.5400/-) on deputation basis .The eligibility criteria and qualification for the post are as follows:

Name of the Post and Pay scale with Grade Pay	Number of likely vacancies	Eligibility Criteria	Qualification
Administrative Officer Pay Level – 10 as per 7 th CPC	08 (Eight)	Holding analogous posts in central/state Govt./ Autonomous Bodies of Central /State Govt.	I) Graduate Desirable :Knowledge of Computer Application.

Note: The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation similarly. Deputationists shall not be eligible for consideration for appointment by promotion. Period of Deputation including period of deputation in other ex-cadre posts held immediately preceding this appointment shall not exceed three years.

Period and other terms and conditions of deputation:

Terms and conditions of deputation will be regulated as per Department of Personnel & Training OM No 6/8/2009-Estt (Pay-II) dated

The maximum age of applicants for deputation should be below 56 years as on the closing date of receipt of applications.

Documents to be forwarded along with application with application: Eligible and willing candidate may apply through proper channel as per the prescribed format (Annexure I) cadre authorities/Head of Departments are requested to forward application of eligible and willing candidates whose services can be spared on deputation immediately in the event of their selection . The application of only such officers would be considered that are routed through proper channel and are accompanied by following documents:

- i. Vigilance Clearance /integrity certificate.(item No 4 of **Annexure II**)
- ii. Photocopies of the ACRs/APARs for the last five (5) years. Duly attested on each page by the competent authority (Item No 5 of **Annexure II**)

While forwarding the application it may also be certified by the cadre controlling authority that the particulars furnished by applicant have been verified from his service records and found to be correct (Item No 5 **Annexure II**)

It is therefore, requested that the application in respect of suitable and eligible officer enclosing documents listed as above may be forwarded to the **JOINT COMMISSIONER (ADMN-I) KENDRIYA VIDYALYA SANGATHAN 18, INSTITUTIONAL AREA, SHAHEED JEET SINGH MARG NEW DELHI-110016** by Registered/Speed Post only. The last date of receipt of applications complete in all respects is **31ST January, 2023**

Candidates who apply for the post will not be allowed to withdraw their candidate subsequently. Application received after the last date or otherwise found incomplete shall not be entertained. KVS reserves the right to withdraw the vacancy circular at any time without assigning any reasons.

Sd/-

**(AJEETA LONGJAM)
Joint Commissioner (Admn.-I)**

ANNEXURE –I

**Application for the post of Administrative officer in Kendriya Vidyalaya Sangathan,
New Delhi**

1	Name			
2	Date of Birth			
3	Present Post			
4	Date from which the present post is held			
5	Present place of posting			
6	Parent cadre			
7	Date of joining service			
8	Pau Band of the present post			
9	Basic pay Drawn			
10	Grade Pay			
11	Whether the eligibility criteria prescribed for the posts are satisfied:			
12	Education/Professional Qualification (Please mention Graduation and above)			
SI.NO	QUALIFICATION	SUBJECT	YEAR/DIVISION	INSTITUTION/ UNIVERSITY PLACE/COUNTRY
13	Details of Experience/Employment (Please attach a separate sheet, if required)			
Office	Post held	From	To	Pay Level as per 7 th CPC OR Pay Band + Grade Pay as per 6 th CPC.
14	Date of retirement under Central Government Rules			
15	Training (s) undergone			

Certified that information furnished above by me is correct

Place and date:

(signature of the candidate)

Annexure-II

To be filled by the Cadre Controlling Authority

Office of

F. No.Date:.....

1. The applicant , if selected, will be relieved immediately
2. Certified that the particulars furnished by the officer have been checked from available records and found correct.
3. Certified that the applicant is eligible for the post applied as per conditions mentioned in circular/advertisement.
4. The candidate is clear form vigilance angle and his integrity is certified as Beyond Doubt.
5. Photocopies of ACRs/APARs for the last five years duly attested on each page by an officer not below the rank of under Secretary or equivalent are enclosed.
6. Certified that service particulars given by the applicant have been verified from his/her service records and found to be correct.

DATE:

**Signature with seal of the
competent/issuing Authority**

PLACE: