



SAINIK SCHOOL AMBIKAPUR (CHHATTISGARH)
(Under the aegis of Sainik Schools Society, Ministry of Defence)
(Phone No – 07774-261609)



VACANCY

1. Sainik School Ambikapur (Chhattisgarh) invites applications from the eligible candidates for the following posts as per details tabulated below :-

SI No	Post & Age (As on 01 Aug 2023)	No. of Post Category	Pay/ Remuneration	Qualification
(a)	Lower Division Clerk (LDC) (Regular Scale) (18-50 years)	01 (SC/ST)	Level 2 of 7 th CPC (₹ 19900-63200)	Essential Matriculation (10th) or Equivalent, Knowledge of Computer Applications and Typing Test (English-40 words per minute and Hindi-35 words per minute) on Computer Desirable Graduate/Higher Qualification, Knowledge of Short hand, Ability to correspondence in English, Knowledge of Accounts, Maintenance of Stores, ledgers, records keeping, experience in dealing with various projects independently, well versed with drafting letters etc.
		Date of Selection Test 12 Sep 23 (Tentative)		
(b)	Nursing Sister (Female only) (Contractual) (18-50 years)	01 (SC/ST)	₹ 20,000/- (Consolidated)	Essential Diploma/Degree in Nursing with five years experience in same fields. Desirable Higher Qualifications, Knowledge of Computer Applications, Experience in the same field
		Date of Selection Test 13 Sep 23 (Tentative)		

2. For post 1(a) only. Pay & Allowances, Transport Allowance, LTC, Non Productive Adhoc Bonus, Contributory Pension as per NPS, Subsidised schooling upto two children, Rent free accommodation and Medical Allowance as per Sainik Schools Society Rules & Regulations in vogue. The appointment will be made with all India transferability clause. For Post 1(b) only. Rent free accommodation (subject to availability) and free meals with cadets in Cadets' Mess will be provided. No other allowances are applicable.

3. **Bio-data (Application Form) downloaded from the School website (Bearing signature and date of School authority) only will be considered.**

4. Eligible and interested candidates can submit the prescribed application alongwith registration fees worth ₹ 500/- (non refundable) for post 1(a) and ₹ 300/- (non refundable) for post 1(b) and self attested copies of certificates/ testimonials. The registration fee is to be remitted to the Principal, Sainik School Ambikapur **through RTGS/NEFT/other digital payment modes** only (SBI Bank Account Number 37923027067, IFSC Code SBIN0000310).



5. Preference will be given to candidates having higher qualification/skill and experience in respective field.

6. The prescribed application and all relevant documents should reach this office within 21 days from the date of publication of this advertisement. The School will not be responsible for any postal delay. The number and nature of vacancy are subject to change.

7. The School administration reserves the right to cancel the recruitment process for any post at any time or reject incomplete applications without intimation.

8. Conduct of Written Test and Skill & Proficiency Test

Ser No.	Name of post	Conduct
(a)	Lower Division Clerk (LDC)	<p>(i) Verification of documents (aa) Candidates are required to bring original certificates with them on the day of selection test for physical verification.</p> <p>(ii) Written Test (50 Marks) (aa) Written test approx one hour duration and maximum marks of 50 consists General Knowledge (05 marks), General English (10 Marks), Basic Mathematics (10 Marks) and Subject test of appropriate level (25 marks). (ab) A candidate will be required to score minimum 33% marks to qualify for the next step of the selection process. However, the minimum required marks may be increased upto 50% by the Board of Officers of the selection committee to limit the number of candidates for the next step of the selection process.</p> <p>(iii) Skill/Proficiency Test (50 Marks). (aa) Candidates who qualify in the written test will appear in the Skill/Proficiency Test consisting Typing Test (English) in MS Word (10 Marks), Typing Test (Hindi) in MS Word/using online Tools (10 Marks), Typing Test to check knowledge of typing various symbols used in Mathematics/Science subjects in MS Word (10 Marks), Preparation of Excel Sheet as required for results preparation etc (10 Marks) and Filling of documents in files/dossiers etc (10 Marks).</p>
(b)	Nursing Sister (Female only)	<p>(i) Verification of documents (aa) Candidates are required to bring original certificates with them on the day of selection test for physical verification.</p> <p>(ii) Written Test (50 Marks) (aa) Written test approx one hour duration and maximum marks of 50 consists General Knowledge (05 marks), General English (10 Marks), Basic Mathematics (10 Marks) and Subject test of appropriate level (25 marks). (ab) A candidate will be required to score minimum 33% marks to qualify for the next step of the selection process. However, the minimum required marks may be increased upto 50% by the Board of Officers of the selection committee to limit the number of candidates for the next step of the selection process.</p>



		<p>(iii) Skill/Proficiency Test (40 Marks). (aa) Candidates who qualify in the written test will appear in the Skill/Proficiency Test consisting Burn and Basic Dressing (10 Marks), Snake Bite Treatment (10 Marks), Fracture Treatment (10 Marks), CPR (10 Marks).</p> <p>(iv) Interview (10 Marks) (aa) Interview to check basic knowledge of giving First Aid and of dealing with cases of injury/sickness of students in a residential school.</p>
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9. Tenure of contractual appointment will be one year from the date of appointment.

10. The post for which applied should be super-scribed on envelope. Applicants are to clearly mentioned their E-mail ID and mobile number in the application form to enable the school administration to communicate schedule of selection tests to the short-listed candidates.

11. No TA/DA is admissible for attending the selection process.

12. Shortlisted candidates should produce original certificates/testimonials at the time of attending selection test in support of their qualification, experience, category as mentioned in the application failing which their candidature will not be considered/entertained.

13. Selection Tests will be conducted in this School premises. Call letters will be sent to the shortlisted candidates only by email.

14. Note. If qualified SC, ST and OBC Category candidates are not available for the post reserved for them, Principal, Sainik School Ambikapur administration will be authorised to fill the posts from amongst the General category candidates.

PRINCIPAL



CHHATTISGARH

चरैवेति चरैवेति



SAINIK SCHOOL AMBIKAPUR (C.G.)
(Under the aegis of Sainik Schools Society, Ministry of Defence)

**APPLICATION FORM****FOR THE POST OF**

1. Name (in BLOCK letters) : _____
2. Name of the Father : _____
3. Date of Birth (DDMMYYYY) : _____
4. Sex : Male/Female
5. Marital Status : Single/ Married
6. Nationality : Single/ Married
7. Social Category : SC / ST
8. Permanent Address with Pin Code : _____

 _____ PIN Code _____
9. Correspondence Address with Pin Code : _____

 _____ PIN Code _____
10. Contact Nos. : (a) Phone with STD code _____
 (b) Mobile _____
 (c) E-mail Id _____
11. Languages Known : _____
12. **Academic Qualifications :-**

Affix a
Passport size
coloured
photograph
(Photograph to
be taken/
developed on
or after
20.11.23)

Qualification	Subject Studied	Month & Year of completion	Board/ University	Percentage
Matriculation				
Intermediate (10+2)				
Graduation (BA/B.Sc/B.Com)				



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13. Experience

Sl No.	Name of the School & Address	Post	Period of employment			Temporary/ Adhoc/ Permanent
			From	To	Total Years	

14. Proficiency in Games/Co-curricular activities/Literary Activities

Sl No.	Games/Co-curricular Activities/ Literary Activities	Level Played (School/College/University/Zone/Dist/State)

15. Hobbies : _____
16. NCC : (a) Certificates obtained : _____
 (b) Camps attended : _____
17. Details of recruitment fees Paid : Google Pay/Phone Pay/.....
 UTR No.

CERTIFICATE

- I hereby declare that the above particulars/information furnished by me are correct and true in all respect to the best of my knowledge and belief. In case at any time they are found to be wrong my candidature/application may get rejected.
- I hereby declare that I have not involved in any criminal or police case.
- I am enclosing the copies of relevant certificates/testimonials with regards to my qualifications, experience, category etc and UTR No. of online payment of recruitment fees in favour of Principal, Sainik School Ambikapur (strike over which is not enclosing) etc duly signed by me. I agree to produce original certificates when asked for.
- I will not claim any TA/DA while attending selection process being conducted by Sainik School Ambikapur.

Date :



(Signature of the Applicant)