



केन्द्रीय विद्यालय संगठन

केन्द्रीय विद्यालय संगठन (मुख्यालय)
KENDRIYA VIDYALAYA SANGATHAN (HQ)
18, संस्थागत क्षेत्र, शहीद जीत सिंह मार्ग
18, Institutional Area Shaheed Jeet Singh Marg,
नई दिल्ली/NEW DELHI-110016

दूरभाष/Tele: 2685857 फ़ैक्स/Fax:011-26514179

वेबसाइट / Website: www.kvsangathan.nic.in

No. F. 11046/1/2011-KVS(Estt.III)
The Deputy Commissioner,
Kendriya Vidyalaya Sangathan
All Regional Offices

Dated 30.09.14

Sub: Posting of teachers to KVS ZIETs for the year 2014-15

Sir/Madam,

It is proposed to draw panel in the under mentioned categories of teachers for posting at ZIETs during 2015-16 as per parameters adopted for the purpose with the approval of the competent authority.

NO. OF POSTs TO BE FILLED UP:

SL.NO.	POST WITH GRADE PAY	GWALIOR	MUMBAI	CHANDIGARH	MYSORE	BHUBANESWAR	TOTAL
1	PGTEnglish GP 5400/-	1	1	1	1	1	05
2	PGT Phy. GP 5400	0	1	1	1	1	04
3	PGTChemistry GP 5400/-	1	1	1	0	1	04
4	PGTBiology GP 5400/-	1	1	1	0	1	04
5	PGTMaths GP 5400/-	0	1	1	1	1	04
6	PGTEconomics GP 5400/-	1	1	0	1	1	04
7	PGTCommerce GP 5400/-	0	1	1	0	1	03
8	PGT History GP 5400/-	1	0	0	1	0	02
9	PGT Geog. GP 5400/-	1	0	0	1	0	02
10	PGT Hindi GP 5400/-	1	0	1	1	0	03
11	HM GP 4600/-	2	2	2	2	2	10
12	LIBRARIAN GP 4600/-	1	1	1	1	1	05
	Total	10	10	10	10	10	50

QUALIFICATION OF STAFF TO BE CONSIDERED FOR POSTING:

a) PGTs

The posts of PGTs sanctioned at ZIETs are of senior scale. Hence, the PGTs placed in the Grade Pay of Rs. 5400/- will only be posted. The following are the essential qualification:

- Minimum 55% marks in Post Graduation
- Must have attended minimum 3 In-service Course/Work shops of not less than 3 days duration of which at least 1 as Associate Director/Resource Person.
- Working knowledge of MS Word, MS Excel and MS Power Point.

Desirable Qualifications:

- Ph.D/M.Phil/M Ed.
- Excellent Communication Skills
- Knowledge of Andragogy
- Knowledge of emerging areas in education
- Experience in Writing Reports/Publications/Training Module/Research/Surveys
- Trained in Training of Trainers in the programmes conducted at National/International level.

b) Librarian

Essential Qualification:

- Master's degree in Library Science
- Must have attended at least 2 In-Service Courses of not less than 2 weeks duration.
- Working knowledge of MS Word, MS Excel and MS Power Point

Desirable Qualification:

- Experience in conduct of In-Service courses for librarian as Resource person/Associate Director
- Good Communication Skills.
- Experience in Writing Reports/Publications/Training Module/ Research/Surveys
- Doctorate Degree in Library Science/Other Subject
- Trained in training of trainers in the programmes conducted at National/International level.

c) HMs

Essential Qualification

- Minimum Graduation with 50% Marks
- Must have attended minimum 3 In-service courses/work shops higher than school level of not less than 3 day duration of which at least 1 as Associate Director/Resource Person.
- Working knowledge of MS Word, MS Excel and MS Power Point

Desirable Qualifications:

- Experience in emerging areas in Primary Education
- Excellent Communication Skills
- Knowledge of Andragogy
- Master's Degree
- B.Ed/Trained in training of trainers in the programmes conducted at National/International level.

SELECTION CRITERIA:

Posting of PGTs, HMs and Librarians will be through a personal interview to be conducted at the KVS (HQ) or at any other place decided by KVS (HQ)

The marks obtained in personal interview only will decide merit of the candidates for posting. However, in case of tie, a candidate with more marks in Post Graduation for PGT, in Graduation for HM and in B.Lib for Librarian will get precedence over others.

The applications of the candidates fulfilling the minimum prescribed qualification will further be short listed at the RO level based on the following criteria:

• A. PGTs (Senior Scale)

S.No.	Item	Weightage
1.	APAR/ACR of preceding 3 years as on 1 Jan	30%
2.	Average Result of Class XII in the subject of the last 3 years	30%
3.	Average PI of class XII in the subject of the last 3 years	30%
4.	Assessment of Deputy Commissioner of the Region based on capabilities/ achievements & awards	10%

B. HMs and Librarians

S.No	Item	Weightage
1.	APAR/ACR of preceding 3 years as on 1 Jan	60%
2.	Assessment of Deputy Commissioner of the Region based on capabilities/ achievements & awards	40%

Each Regional Office will short list two (02) candidates in the subjects/posts having 4 or more vacancies and one (01) Candidate for 3 or fewer vacancies.

The candidates called for interview will be treated on official duty and will be entitled for TA/DA as per KVS rules.

You are therefore requested to identify good and willing staff of aforesaid categories and recommend the names of only two (02) candidates in the subject /posts having 4 or more vacancies and one (01) candidate for 3 or fewer vacancies, who are having no vigilance case/disciplinary action pending against them and who are willing to be posted in these ZIETs. The application duly filled in should be sent to the undersigned **latest by 3rd November, 2014** in the enclosed prescribed proforma in Annexure-I along with their ACR grading of last three years (Year ending 2012 onwards) and vigilance clearance certificate as well as details in Excel Sheet Annexure-II.

The faculty members posted at Zonal Institute of Education and Training will be entitled for Training Allowance in terms of KVS O.M. No. F. 110338/1/2011-KVS HQ (ACAD) dated 14/21.10.2011.

Yours faithfully,

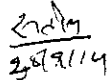


(U N Khaware)
Joint Commissioner (Admn.)

Encl: As above.

Cc to :-

1. All ZIETs for information.
2. SO (EDP) to upload the circular under Announcement head.


26/9/14

ACCEPTED 
26/9/14

PROFORMA

APPLICATION FOR POSTING OF STAFF AT ZIETs FOR THE YEAR 2015-16

NOTE : THE EMPLOYEES SHOULD GO THROUGH THE PROFORMA CAREFULLY AND GIVE ALL THE DETAILS WHEREVER NECESSARY.

NAME OF ZIET TO WHICH APPLIED : _____

(EITHER ONE ZIET OR MORE GIVE

NAME OF ZIET IN ORDER OF PREFERENCE)

1. NAME (SHRI/SMT./KUM.) : _____

2. DESIGNATION : _____

3. NAME OF KV WHERE WORKING : _____

4. SENIORITY NO. IN THE PRESENT

POST IF AVAILABLE : _____

5. DATE OF JOINING IN THE PRESENT

POST ON REGULAR BASIS : _____

6. DATE OF BIRTH : _____

7. AGE AS ON 31.12.2014 : _____

8. SEX & MARITAL STATUS : _____

9. EDUCATION QUALIFICATIONS

EXAM PASSED	BOARD/ UNIVERSITY	YEAR OF PASSING	MARKS OBTAINED	CLASS/ DIVISION	SUBJECT OFFERED	%AGE OF MARKS OBTAINED
HIGH SCHOOL/ MATRIC						
HIGHER SEC.						
PUS/INTER.						
BA/B.Sc./B.COM.						
MA/M.Sc./M.COM.						
LT/BT/B.ED.						
M.ED/JBT/JCT/CT						
PH.D						
OTHER QUALIFICATIONS						

10. Full details regarding serving service/Experience in the post applied for in KVS and elsewhere (for example: if applied for PGT give details of PGT only)

Post	Pay Band	Date of apptt. To the post	Present pay in Pay Band & Grade Pay	Total service in present post

11. Whether willing to join the place of posting in a short notice and to serve for a period of three years.

12. Any other relevant information which the applicant would like to furnish like to Grant of National Award/
KVS Incentive Award & Commendation for result during last 03 years.

13. Performance Index for the last three years w e f 2012 may be indicated as percentage in cases of PGTs.

14. Any special achievement.

SIGNATURE OF APPLICANT WITH DATE

CERTIFICATE

Certified that applicant Shri/Smt./Km. _____
(Designation) _____ recommended for posting to Kendriya
Vidyalyaya Sangathan ZIET _____
has absolutely clean record of service and no disciplinary case/departmental enquiry is contemplated or
pending against him/her. His/Her overall ACRs grading for the last three years is as under:

2012 _____ 2013 _____ 2014 _____

SIGNATURE OF THE DEPUTY COMMISSIONER
CONCERNED WITH DATE AND SEAL

CERTIFICATE

I, _____ (Name & Designation) do hereby given an
undertaking that I will positively report for the duty by the stipulated date if selected for posting at Kendriya
Vidyalyaya Sangathan, ZIET _____. I will not withdraw my candidature at a later date for any
reason, whatsoever. I will certainly report for duty on getting posting order and will serve my tenure until
recalled for any administrative reasons. I am ready to attend interview, if called.

SIGNATURE OF APPLICANT.

Annexure-II																			
SL. NO.	STY. NO.	POST WITH GRADE PAY	SUBJECT	ZIET WHERE APPLIED	NAME	M/F	PRESENT KV	DATE OF BIRTH	AGE AS ON 31.12.2013	EDUCATIONAL QUALIFICATION	DATE OF JOINING IN THE PRESENT POST	CR	CR	CR	TOTAL ACR POINTS	PERFORMANCE INDEX			SPECIAL ACHIEVEMENT
												2012	2013	2014		2012	2013	2014	

SIGNATURE OF DY. COMMISSIONER WITH SEAL