

SAINIK SCHOOL SUJANPUR TIRA
DISTRICT HAMIRPUR (HP) – 176 110

1. Applications are invited for the following posts in the Sainik School, Sujapur Tira as per details mentioned against respective column:-

Ser	Post	Educational Qualifications	Pay Scale	Age as on 01 Aug 2015	Remarks
(a)	LDC (One post)	Essential: (i) Matriculation or equivalent from a recognized board with 40% or above marks. (ii) Typing speed of at least 40 wpm (in English). (iii) Knowledge of Shorthand, Hindi Typewriting and ability to correspond in English (iv) Working knowledge of Computers (Word, Excel, Page-maker, Power Point & Internet). Desirable: (i) BA/BSc/BCom/Diploma in Computer Applications may be given preference. (ii) Knowledge of Accounting & Double entry Cash A/c Book	Rs.5200-20200 + GP 1900	Between 18 to 50 yrs.	Regular appointment
(b)	Lab Assistants (Two posts)- 01 each for Biology & Chemistry Labs)	Essential: Intermediate Science or equivalent in the Subject concerned. Desirable: (i) Graduate in Biology/Zoology and Chemistry respectively from recognized University or Institute may be given preference (ii) Experience as Lab Assistant in any CBSE school will be preferred (iii) Knowledge of Laboratory record maintenance (iv) Working knowledge of Computers. (v) Ability to converse in English & Hindi language.	Rs.5200-20200 + GP 2400	Between 21 to 35 yrs.	Regular appointment
(c)	Driver (One post)	Essential: (i) Matriculation or equivalent from a recognized board. (ii) Should possess a valid Heavy Motor Vehicle (HMV) Driving License of Hilly Terrain and capable of driving all kinds of vehicles. (iii) Prior experience of ibid vehicles in hilly Terrain. Desirable: (i) Should have knowledge of first line of vehicles maintenance. (ii) Ability to converse in English/Hindi. (iii) Ex-servicemen will be given preference.	Rs.5200-20200 + GP 1900	Between 18 to 50 yrs.	Regular appointment
(d)	General Employee One post	Essential: (i) Matriculation or equivalent examination (ii) Should be able to read & write English and Hindi. Desirable: (i) Experience in the field of any one trade/skill of masonry/carpentry/Plumbing/Gardening/Sweeping duties/Security Guard duties	Rs.5,740/- per month (consolidated)	Between 18 to 50 yrs.	Contractual appointment

2. **HOW TO APPLY** : Desirous candidates are to apply by sending their bio-data on plain paper (neatly hand-written or typed) mentioning name, father's name, date of birth, marital status, address with contact numbers, educational & professional qualifications, achievements and extra-curricular activities to the **Principal, Sainik School, Sujanpur Tira, Dist. Hamirpur (HP) Pin-176110**. The applications must reach this office latest by **1700 hrs on 22 Jun 2015** together with their bio-data, passport size photograph, attested copies of testimonials/certificates, a self addressed envelope and stamped for Rs.25/- and DD (of PNB/Canara Bank/State Bank of India/KCCB) for **Rs.200/-** in favour of Principal, Sainik School, Sujanpur Tira **PAYABLE** at Sujanpur Tira (HP). Applications received late or without documents will be summarily rejected. The School is not responsible for any postal delay or loss of documents. **Only short listed candidates will be called for written test and/or demonstration and interview.** No TA/DA will be paid for attending the interview/test.

File: SSST/108/4/Adm
Date: Jun 2015

Principal
Sainik School, Sujanpur Tira (HP)

