

**RECRUITMENT NOTIFICATION FOR THE POSTS OF TEACHING AND NON
TEACHING STAFF AT NAVY CHILDREN SCHOOL, CHANAKYAPURI, NEW DELHI
(FOR ACADEMIC YEAR 2024- 25)**

1. Applications are invited for filling up of posts of teaching and non teaching staff at the Navy Children School, Chanakyapuri, New Delhi on contractual basis as mentioned in the proceeding paragraphs:-

(a) **TGT (Physical Education) on Contractual Basis**

- (i) **Age limit.** 21 to 50 years as on 01 Jul of academic year for which appointment is being made into effect.
- (ii) Bachelors Degree in relevant subject studied as a regular course and qualified with at least 55% marks with relevant subject from a recognised university/ institution.
- (iii) Bachelor of Education Degree in relevant subject or equivalent completed as a regular course from a University/ Institution recognised by Govt of India/ UGC/ AICTE/ National Council of Teacher Education with at least 50% marks.
- (iv) Should have studied the relevant subject at Sr Secondary also.
- (v) Preference should be given to the candidates having regular Masters' Degree in relevant subject from a recognised university and/or experience of teaching in relevant subject in recognised CBSE school(s).

(b) **Primary Teacher**

- (i) **Age limit.** 21 to 50 years as on 01 Jul of academic year for which appointment is being made into effect.
- (ii) Bachelors Degree completed as a regular course from any recognised University/ Institution, with minimum 55% marks aggregate AND Bachelor of Education/ D El Ed or equivalent completed as a regular course from a University/ Institution recognised by Govt of India/ UGC/ AICTE/ National Council of Teacher Education with at least 50% marks.

Or

Senior Secondary (Class XII or its equivalent) from a recognised board with minimum 55% marks aggregate and two-year Diploma in Elementary Education/ four-year Bachelor of Elementary Education completed as a regular course from a recognised university/ institution with at least 50% marks.

- (iii) Preference should be given to candidates having experience of teaching in reputed Foundational and Preparatory stage CBSE school(s).

(c) **Balvatika Teacher**

- (i) Age limit. 21 to 50 years as on 01 Jul of academic year for which appointment is being made into effect.
- (ii) Senior Secondary Class (Class XII or its equivalent) from a recognized board with minimum 55% marks aggregate.
- (iii) 2 year Diploma in Nursery Teacher Education/ Pre-school Education/ Early Childhood Education programme or equivalent Or BEd (Nursery) completed as a regular course with at least 50% marks from a recognised university/ institution.
- (iv) Preference should be given to candidates having experience of teaching in reputed Foundational stage school(s).

(d) **School Clerk/ Office Assistant**

- (i) Age limit. 21 – 50 years as on 01 Jul of academic year for which appointment is being made into effect.
- (ii) **Academics/ Experience:-**
 - (aa) Bachelor's Degree (or Equivalent qualification in Armed Forces) with adequate knowledge of clerical duties.
 - (ab) Typing speed of 40 words per minute. Ability to correspond independently in English.
 - (ac) Three years' experience in handling of office work. Preference should be given to the candidates having relevant experience in the rank of PO or above, or equivalent in Army/ IAF.
 - (ad) Computer proficiency in MS Office/ Office Automation/ AI tool ERP Software.

(e) **Estate Manager**

- (i) **Age limit.** 30 to 50 years as on 01 Jul of academic year for which appointment is being made into effect.
- (ii) **Academics/ Experience:-**
 - (aa) Bachelors Degree (or equivalent qualification in Armed Forces).
 - (ab) At least three years of administrative experience in upkeep of facilities, maintenance of buildings and associated infrastructure in any reputed organisation, preferably in CBSE Schools.
 - (ac) Good working proficiency in Microsoft Office tools viz Excel, Word and Power Point.
 - (ad) Ability to correspond independently in English.

(ae) Preference should be given to the candidates having at least five years relevant experience in the rank of PO or above, or equivalent in the Army/ IAF.

(f) **Special Educator**

(i) Age limit. 21 to 50 years as on 01 Jul of academic year for which appointment is being made into effect.

(ii) Graduate with BEd (Special Education) or BEd with two year Diploma in Special Education or Post Graduate Professional Diploma in Special Education with at least 50% marks from a recognised university/ institution.

Or

Any other equivalent qualification approved by Rehabilitation Council of India as a regular course and qualified with at least 50% marks from recognised university/ institution.

(iii) Valid registration with Rehabilitation Council of India would be desirable.

(iv) Preference should be given to candidates having experience of teaching in reputed CBSE school(s).

(g) **Occupational Therapist**

(i) **Age limit.** 21 to 50 years as on 01 Jul of academic year for which appointment is being made into effect.

(ii) Bachelor's degree in Occupational Therapy from a recognised university/ Institution with at least 50% marks.

Or

Any other equivalent qualification approved by Rehabilitation Council of India as a regular course and qualified with at least 50% marks from recognised university/ institution.

(iii) Valid registration with Rehabilitation Council of India.

(iv) Preference should be given to candidates having experience as Occupational Therapist in recognised hospital/ Institutional.

(h) **Speech Therapist**

(i) **Age limit.** 21 to 50 years as on 01 Jul of academic year for which appointment is being made into effect.

(ii) Bachelor's degree in Audiology and Speech-Language Pathology from a recognised university/ Institution with at least 50% marks.

Or

Any other equivalent qualification approved by Rehabilitation Council of India as a regular course and qualified with at least 50% marks from recognised university/ institution.

(iii) Valid registration with Rehabilitation Council of India.

(iv) Preference should be given to candidates having experience as Occupational Therapist in recognised hospital/ Institutional.

2. **How to Apply.** The details of vacancies, eligibility criteria and selection procedure are available on the school website <https://ncsdelhi.nesnavy.in> The procedure for applying for the posts is as follows:-

(a) Application forms can be downloaded from the school website <https://ncsdelhi.nesnavy.in> or obtained from school reception.

(b) Duly filled application form along with relevant documents of educational qualifications and application fee of Rs 100/- are required to be submitted at NCS Delhi by **07 Nov 24**. Alternatively, candidates can follow the procedure as under:-

(i) Transfer Rs 100/- electronically to School Bank Account Name- Navy Children School, Account Number – 279010100047782, IFSC – UTIB0000279 (Axis Bank, Branch- Daryaganj, Delhi)

(ii) Scan the filled and signed application form and relevant documents of educational qualifications.

(iii) Email scanned application form, relevant documents of educational qualifications and payment details to principal.ncsd@gmail.com by **07 Nov 24**.

(c) Shortlisted candidates will be intimated regarding written test, interview and demonstration classes, by means of telephone and email.

(d) The school administration reserves the right to cancel any or all of the vacancies due to administrative reasons during any stage of the recruitment process. The number of posts/ nature of appointment mentioned are tentative and is liable to be amended subject to availability of vacancies and administrative requirements.