

**NCS (D) Vacancy Notification No 01-24**

**RECRUITMENT NOTIFICATION FOR THE POSTS OF TEACHING AND NON-TEACHING STAFF AT NAVY  
CHILDREN SCHOOL, CHANAKYAPURI,  
NEW DELHI**

1. Applications are invited for filling up following vacancies of Teaching and Non-Teaching staff at Navy Children School (NCS), Chanakyapuri, New Delhi on **Contractual basis**:-

- (a) TGT(Hindi)
- (b) TGT (Sanskrit)
- (c) TGT (Maths)
- (d) TGT (SST)
- (e) PRT
- (f) KG Teacher
- (g) Special Educator
- (h) School Counsellor
- (j) Lab Assistant (Secondary Science Lab)
- (k) School Nurse
- (l) Office Assistant

3. Eligibility Criteria is as given below:-

(a) **TGT (Hindi)/ TGT (Social Science)/ TGT (Sanskrit)**.(Consolidated Monthly Pay Rs 50,000/-)

- (i) BA Degree studied as regular course and qualified with at least 60% marks with relevant subject (s) from a recognised university/ institution.
- (ii) Bachelor of Education in relevant subject as a regular course and qualified with at least 50% marks from a recognised institution/ university.
- (iii) Should have studied the relevant subject(s) at Sr Secondary also.
- (iv) Age between 21 and 50 years as on 01 July 2024.

**Note.** The upper age limit would be relaxable for candidates with NCS experience, by the number of years served in NCSs, subject to the upper ceiling of 55 years.

(v) Preference would be given to candidates having regular Masters's Degree in the relevant subject from a recognised university and/or experience of teaching relevant subject in recognised CBSE Schools.

(b) **TGT (Maths)**. (Consolidated Monthly Pay Rs 50,000/-)

- (i) BSc Degree studied as regular course and qualified with at least 60% marks with relevant subject from a recognised university/ institution.
- (ii) Bachelor of Education in relevant subject as a regular course and qualified with at least 50% marks from a recognised institution/ university.
- (iii) Should have studied the relevant subject(s) at Sr Secondary also.
- (iv) Age between 21 and 50 years as on 01 July 2024.

**Note.** The upper age limit would be relaxable for candidates with NCS experience, by the number of years served in NCSs, subject to the upper ceiling of 55 years.

- (v) Preference would be given to the candidate having regular Master's Degree in relevant subject from a recognised university and/or experience of teaching in relevant subject in recognised CBSE.

(c) **Primary Teacher (PRT)**. (Consolidated Monthly Pay Rs 40,000/-)

- (i) A Bachelor's Degree completed as a regular course from any University recognised by the Govt of India/ UGC/ AICTE, with minimum 55% marks in aggregate.
- (ii) B.Ed. Degree or equivalent completed as a regular course from a college/university recognised by Govt of India / AICTE/UGC/ National Council of Teachers Education with atleast 50% marks.
- (iv) Age between 21 and 50 years as on 01 July 2024.

**Note.** The upper age limit would be relaxable for candidates with NCS experience, by the number of years served in NCSs, subject to the upper ceiling of 55 years.

(d) **Balvatika(KG) Teacher**. (Consolidated Monthly Pay Rs 40,000/-)

- (i) Senior Secondary (Class XII or its equivalent) from a recognised board with minimum 55% marks aggregate.
- (ii) Qualified in Diploma in Montessori/ Nursery Teacher Training/ Diploma in Elementary Education/ Diploma in Early Childhood Special Care/BEd - Nursery as a regular course.
- (iii) Age limit – 21 to 50 Years as on 01 July 2024.

**Note.** The upper age limit would be relaxable for candidates with NCS experience, by the number of years served in NCSs, subject to the upper ceiling of 55 years.

- (iii) Preference will be given to candidates having experience of teaching in reputed pre-primary/ primary/ CBSE Schools.

(e) **Special Educator.** (Consolidated Monthly Pay Rs 40,000/-)

(i) Graduate with B.Ed (Special Education) or B.Ed with two year Diploma in Special Education or Post Graduate Professional Diploma in Special Education.

Or

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

(ii) Age limit – 21 to 50 Years as on 01 July 2024.

**Note.** The upper age limit would be relaxable for candidates with NCS experience, by the number of years served in NCSs, subject to the upper ceiling of 55 years.

(iii) Experience of teaching Special children in recognised CBSE School would be desirable.

(f) **School Nurse.** (Consolidated Monthly Pay Rs 40,000/-)

(i) 4 years Bachelor's of Science (Nursing)/ 3 year General Nursing/Diploma in Nursing completed as a regular course from any institution recognised by the Govt of India with minimum 55% aggregate in relevant subject. Registration with State or Central Nursing Council desirable.

(ii) 21 to 50 Years as on 01 Jul 24.

(iii) Nursing experience of at least 3 years in a reputed Hospital/ Clinic, preferably in causality section.

(iv) RetiredMNS Officers would be preferred, and would be given age relaxation subject to upper age ceiling of 55 years.

(g) **School Counsellor.** (Consolidated Pay Rs 40,000/-)

(i) Master's degree in Psychology/ Child Development with one year Certificate/ Diploma in Counselling.

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

(iii) Age limit –21 to 50 Years as on 01 Jul 24 (Relaxable for applicants with relevant NCS experience).

(iv) Experience in providing counseling to students at CBSE affiliated schools would be desirable.

- (h) **Lab Assistant (Secondary)**. (Consolidated Pay Rs 35,000/-)
- (i) B.Sc. with Physics/ Chemistry/ Biology completed as a regular course with 50% marks.
  - (ii) Age limit – 21 to 50 Years (Relaxable for applicants with relevant NCS experience).
  - (iii) Experience in recognised CBSE schools would be desirable.
- (j) **Office Assistant**. (Consolidated Pay Rs 40,000/-)
- (i) Bachelor Degree (or equivalent qualification in Armed Forces) with adequate knowledge of clerical duties.
  - (ii) Ability to correspond independently in English.
  - (iii) At least three years of experience in handling office work. Preference would be given to candidates having relevant experience in the rank of PO (Navy) or equivalent in Army and Air Force and/ or above rank.
  - (iv) Computer proficiency in MS Office/ Office Automation/ERP software.
  - (v) Age Limit – 21 to 50 years

#### 4 **How to Apply**

- (a) Application form 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 100/- are required to be submitted at NCS Delhi by 1400 hrs on 24 May 24. Alternatively, candidates can follow the procedure as under:-
- (i) Transfer Rs 100/- electronically to School Bank Account (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](mailto:principal.ncsd@gmail.com) by **1400hrs on 24 May 24**.
- (c) Alternately, hard copy of duly filled application forms along with relevant documents of educational qualifications and electronic payment details can be submitted at the school gate by **1400 hrs on 24 May 24**.

(d) The written examination for respective posts would be held on **08 Jun 24**. Shortlisted candidates will be intimated regarding the written exam, interview and demonstration classes by means of telephone and email.

(e) 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 liable to be amended subject to availability of vacancies and administrative requirements.



10. Experience to be filled in the columns provided below: -

Name of the Institution served/ Serving with full address	Period of Service	Total Salary Drawn	Classes/Subjects Taught	Any other duty performed	Reasons for Leaving

**Note:** Total Experience \_\_\_\_\_ Yrs as PRT, \_\_\_\_\_ Yrs as TGT and \_\_\_\_\_ Yrs as PGT

11. Co-curricular Activities (Tick only the activities in which you are proficient). Out-door, indoor, games, Literary Activities, Dramatics, Dance, Music, Swimming Organization of student clubs and any other .....

**Co-Curricular Activities/Achievement Details:-**

Name of the Activity	Level of Participation	Achievement	Remarks
(a)			
(b)			
(c)			
(d)			
(e)			

Date : \_\_\_\_\_

Signature of the Candidate

**Check-list of the documents (copies) to be attached**

- (i) Birth Certificate/Secondary & Hr. Sec. Certificates.
- (ii) Graduation/Post-Graduation Certificate.
- (iii) Teaching Degree/Diploma. Certificate.
- (iv) Certificate of experience of various schools.
- (v) Character Certificate from previous institution.
- (vi) No objection Certificate from previous institution.
- (vii) List of other credentials.

12. Why do you consider yourself suitable for this post?

13. Write a Pen Picture of yourself (100 words)