

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

**(WALK-IN INTERVIEW ON 03 OCT 24)**

Vacancy of non teaching post mentioned in the succeeding paragraph are being filled **on Adhoc basis** (for a period upto 89 days; may be considered for subsequent short - term appointments based on vacancies) at Navy Children School, Satya Marg, Chanakyapuri, New Delhi.

**Estate Manager**. Eligibility Criteria is as given below:-

- (a) Bachelor Degree (or equivalent qualification in Armed Forces).
  - (b) 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.
  - (c) Good working proficiency in Microsoft Office tools viz Excel, Word and Power Point.
  - (d) Ability to correspond independently in English.
  - (e) Age between 30 to 50 years as on 01 July of the academic year 2024- 2025.
  - (f) 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.
3. All the candidates to report Navy Children School Delhi at **0800h** along with original documents and writing materials.
4. 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.