

Sainik School Purulia

PO Sainik School-723104
Dist Purulia (WB)
www.sainikschoolpurulia.com

VACANCY

Name of Post: Office
Superintendent - Regular
Basis

No. of Vacancy: 01 (UR)

Eligibility: Educational
Qualification

(i) Graduate with 5 years office experience of a supervisory post in a Govt or commercial establishment **OR** 07 years experience as UDC or equivalent post in the School.

(ii) Ability to correspond independently in English/Hindi.

(iii) Ex-servicemen who attained the rank of a JCO in the Clerical Cadre of Defence Services or equivalent need not be graduate.

(iv) The candidate must possess adequate knowledge of all computer applications including Word, Power Point and Excel etc.

DESIRABLE : Applicants with suitable higher educational qualifications with working experience in reputed institutions/ organizations will be given preferred during short listing/selection process/ interview.

Pay Band/Salary: Rs. 9300-34800/- with GP- Rs. 4200/-

Age: 18-50 yrs as on 01.07.2018

02. ALLOWANCE AND PERQUISITES : Rent free accommodation, Transport & Medical Allowances, Subsidized Educations for two children, NPS and Gratuity etc. as per Sainik Schools Society Rules & Regulations.

03. Application (as per the format given in the school website www.sainikschoolpurulia.com is to be forwarded to the **Principal, Sainik School Purulia**, along with bio-data, attested copies of certificates, two recent passport size photographs, one unstamped self-addressed envelope, and a bank DD of Rs. 400/- for General and Rs. 200/- for SC/ST candidate (Non-refundable) drawn in favour of "**Principal, Sainik School Purulia**". Application must reach to this school **within 21 days** from the date of publication. Post is transferable on all India basis. Only short listed candidates will be called for test/interview. No TA/DA admissible for attending test/interview. The school administration reserves the right to cancel the vacancy due to administrative/policy reason.

EN 15/33 PRINCIPAL

