

SAINIK SCHOOL, KODAGU
(Under Ministry of Defence)
KODAGU DIST., (KARNATAKA) PIN: 571 232
NOTIFICATION NO : 03/2023 DATED 15 JUN 2023

APPLICATIONS ARE INVITED FOR THE FOLLOWING POSTS

I. Vacancies, Age and Reservation Criteria:-

Sl. No.	Name of the Post	No. of Posts Type of Post	Age as on 13 Jun 2023	Category
1	PEM/PTI-cum-Matron (Female)	01 (Contractual)	18-50 Years	Unreserved
2	Nursing sister (Female)	01 (Contractual)		Unreserved

II. Qualifications (Essential & Desirable) and Experience.

(1) Matron-Contractual.

Essential. Should have passed Intermediate or equivalent and should be able to converse fluently in English.

Desirable.(a) BA/B.Sc./B.Com Degree (b) Attainments in Sports / Art / Music (c) Mature ladies without encumbrances and with minimum 3 years of experience of handling girl children (age group 10-18 years) with affection will be preferred (d) Knowledge of Computers & Typing (e) Maintenance of Housekeeping Records (g) Relevant working experience at Sainik School / Residential Public Schools.

(2) Nursing Sister-Contractual.

Essential. (a) Nursing diploma / Degree (b) 5 years experience or ex-serviceman of Medical Assistant trade with atleast 5 years service after Training.

Desirable.(a) Minimum 3 years of experience in the Gynecology Department (b) Knowledge of Computers & Typewriting (c) Maintenance of Health / Medical Records (d) Should be able to converse fluently in English.

III. Pay, Perks & Tenure of Employment. The details are given below:-

S.No.	Name of the Post	Consolidated Salary per Month
(1)	PEM/PTI-cum-Matron (Female)	Rs. 22,000.00
(2)	Nursing sister (Female)	Rs. 24,200-00
(3)	Rent free accommodation subject to availability. No allowances are applicable to Contractual Employees.	
(4)	<u>Tenure.</u> One year from the date of appointment. The School vacation period will be considered as break in service without remuneration for the Contractual employee.	

IV. How to Apply.

(a) A self addressed envelope to be submitted along with the application form (available in subsequent pages) duly affixing Rs.25/- worth Postal Stamps to "**The Principal, Sainik School Kodagu, PO:Kudige, Kushalnagar Taluk, Dist. Kodagu, Karnataka, PIN – 571 232**" along with Demand Draft of **Rs.400/-** Non-refundable drawn in favour of '**The Principal Sainik School Kodagu**' payable at Kushalnagar Branch (Karnataka State) any bank located in Kushalnagar.

(b) Applications without Demand Draft and received after the last date of receipt will not be accepted and returned thereof.

(c) Shortlisted candidates will be called for selection tests (Written Test, Physical & Skilled Test, demonstration and Interview (as applicable)).

(d) No TA / DA will be paid; the candidates will have to make their own arrangements for boarding and lodging for attending the selection tests.

(e) Selected candidates should be ready to accept responsibilities as per the workload in a residential school.

(f) Only Indian Nationals are to apply.

(g) The school administration reserves the right to cancel any or all vacancies due to administrative reasons.

(h) **Last date for receipt of Filled-in Application along with copies of testimonials and Demand Draft of Rs. Rs.400/- is 06 Jul 2023 (Thursday).**

V Important Instructions:

(a) **Applicants are to clearly mention their Email ID and Mobile Number in the Application Form to enable the School to communicate schedule of selection tests at short notice to the shortlisted candidates.**

(b) Shortlisted Applicants are to bring their testimonials in original at the time of attending the selection test in support of their qualifications / experience as mentioned in the application failing which their candidature will not be entertained.

(c) Candidates are to enclose the following documents along with the application:

(i) Demand Draft [**Demand Draft Rs.400/-**].

(ii) Affix Pass port size photograph at the space provided in the application form.

(iii) Self addressed envelope with stamps worth Rs.25/- .

(iv) Copies of educational and experience certificates.

(v) In case, the Applicant is SC / ST / OBC category, the Applicant is to attach a copy of caste / category certificate issued by the concerned authority.

PRINCIPAL
SAINIK SCHOOL KODAGU

APPLICATION FORMAT (CONTRACTUAL APPOINTMENT)

01. **Post applied for** : _____
02. **Name** : _____
03. **Date of Birth & Age** : **DOB:**_____ **AGE:** _____ **Years**
04. **Sex** : _____
05. **Name of the Father** : _____
06. **Marital Status** : _____
07. **Nationality** : _____
08. **Caste Category** : _____
(Mention – **General / OBC / SC / ST**)

Affix pass port size photograp

09. **Qualifications (Fill up columns as applicable)**

Ser	Qualification	Subjects	Institution / Board / University	Year of Passing	Division and %
(a)	SSLC / Class-X				
(b)	Intermediate				
(c)	Degree / Graduation				
(d)	Degree / Diploma with B.Ed				
(e)	Nursing diploma / Degree				
(f)	Post Graduation				
(g)	M.Phil / Ph.D				
Any Other Qualifications (including extracurricular activities if any)					
(a)					
(b)					
(c)					
(d)					

10. **Experience**

Ser	Designation	Name of Institution / Organisation	Brief Experience / Duties performed	Period	
				From	To
(a)					
(b)					
(c)					
(d)					

11. Languages Known : _____

12. Correspondence Address : _____

13. Permanent Address : _____

14. Mobile Number : _____

15. Email ID : _____

16. Details of Application Fee : Name of Bank _____

DD No: _____ Date: _____ Rs. _____

17. **Declaration.**

(a) I hereby declare that all the information furnished above are true to the best of my knowledge.

(b) I hereby submit copies of certificates (qualifications, experience and caste in case of OBC/SC/ST).

(c) I hereby declare that I have not involved in any Criminal or Police case.

(d) I am fully aware that if it comes to notice at any time during verification of certificates and during my service that false information has been furnished or that there has been suppression of actual information in the application form, my candidature would be liable to be terminated solely on this ground.

(e) I am also fully aware that the Contractual appointment is temporary and only for the period of appointment and that I will have no right to claim for appointment on regular or on daily wage basis on expiry of contract term.

Place: _____

Date : _____

(Signature of the Candidate)

Name: _____