



केन्द्रीय विद्यालय संगठन  
18 संस्थागत क्षेत्र, शहीद जीत सिंह मार्ग  
नई दिल्ली – 110016  
KENDRIYA VIDYALAYA SANGATHAN (HQ)  
18, INSTITUTIONAL AREA, SHAHEED JEET SINGH MARG,  
NEW DELHI-110016  
दूरभाष /Tel-26858570,

File No. 11-RPS054/1/2026-RPS

Dated 24.03.2026

**ADVERTISEMENT NO. 01/2026**

**FILLING UP THE POST OF EXECUTIVE ENGINEER & ASSISTANT DIRECTOR  
(OFFICIAL LANGUAGE) THROUGH TRANSFER ON DEPUTATION IN KENDRIYA  
VIDYALAYA SANGATHAN**

Kendriya Vidyalaya Sangathan (KVS) an autonomous body under Ministry of Education intends to fill the post of Executive Engineer & Assistant Director (Official Language) through transfer on deputation. The number of vacancy, pay scale, eligibility criteria and qualification for the posts are as follows:

Name of the Post and Pay scale with Grade Pay	Number of vacancy	Eligibility Criteria
<b>Executive Engineer</b> Pay Level-11 (Rs. 67700 to Rs. 208700) of Pay Matrix as per 7 <sup>th</sup> CPC	01 (One)	Refer <b>Annexure-I</b>
<b>Assistant Director (Official Language)</b> Pay Level-10 (Rs. 56100 to Rs. 177500) of Pay Matrix as per 7 <sup>th</sup> CPC	01 (One)	Refer <b>Annexure-I</b>

**Note:** The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly deputationists shall not be eligible for consideration for appointment by promotion. Period of Deputation including period of deputation in other ex-cadre posts held immediately preceding this appointment shall not exceed three years.

**Period and other terms and conditions of deputation:**

Terms and conditions of deputation will be regulated as per Department of Personnel & Training O.M. No.DOPT-1726140763694 dated 28.03.2024. The period of deputation shall be three years, extendable by two years on year to year basis which may, however, be terminated at any time before completion of initial/extended period of deputation at the discretion of Kendriya Vidyalaya Sangathan.

The maximum age of applicants for deputation should be below 56 years as on the closing date of receipt of applications.

**Documents to be forwarded along with application:** Eligible and willing candidate may apply through proper channel as per the prescribed format (**Annexure II**). Cadre controlling authorities/Head of Departments are requested to forward application of eligible and willing candidates whose services can be spared on deputation immediately in the event of their selection, with the following documents:

- Vigilance Clearance /integrity certificate.(Item No. 4 of **Annexure III**)
- Photocopies of the ACRs/APARs for the last five (5) years, duly attested on each page by the competent authority (Item No. 5 of **Annexure III**)

While forwarding the application, it may also be certified by the cadre controlling authority that the particulars furnished by applicant have been verified from his service records and found to be correct (Item No. 6 of **Annexure III**)

It is, therefore, requested that the application in respect of suitable and eligible officer enclosing documents listed as above may forwarded to, the **ADDITIONAL COMMISSIONER (ADMN.) KENDRIYA VIDYALAYA SANGATHAN, 18, INSTITUTIONAL AREA, SHAHEED JEET SINGH MARG, NEW DELHI-110016** by Registered/Speed Post only. The last date of receipt of applications complete in all respects is **30.04.2026**.

It is clarified that any form of conditional forwarding from the employer or application received without the prescribed documents and certificate from the employers shall be summarily rejected.

Candidates who apply for the post will not be allowed to withdraw their candidature subsequently. Application received after the last date or otherwise found incomplete shall not be entertained. KVS reserves the right to withdraw the vacancy circular at any time without assigning any reasons.

**Sd/-**

**( DEEPESH GEHLOT )  
Additional Commissioner (Admn.)**

**ELIGIBILITY CRITERIA FOR DEPUTATION**

**For the post of Executive Engineer**

A Graduate degree in Civil Engineering from recognized University.

- a. Holding analogous posts with same pay scale in the parent cadre with experience in Civil works.  
**OR**
- b. Assistant Engineer (Civil) with 7 years' experience in Civil Works in Level-7 in the Pay Matrix.  
**OR**
- c. Assistant Executive Engineer (Civil) or equivalent posts in Level-10 of Pay Matrix with four (04) years' regular service in the grade.

**For the post of Assistant Director (Official Language)**

Officers from the Central/State Governments/UTs:-

A.

- (i) Holding analogous posts on regular basis in the parent cadre/department;  
**OR**
- (ii) With 3 years' service in the grade rendered after appointment thereto on a regular basis in posts in Pay Level 7 (Rs.44900 to Rs.142400) as per 7<sup>th</sup> CPC

**AND**

B. Possessing the educational qualifications and experience as under:-

- (i) Master's degree of a recognized University in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree level;  
**OR**  
Master's degree of a recognized University in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level;  
**OR**  
Master's degree of a recognized University in any subject other than Hindi or English, with Hindi medium and English as a compulsory or elective subject or as the medium of examination at the degree level;  
**OR**  
Master's degree of a recognized University in any subject other than Hindi or English, with English medium and Hindi as a compulsory or elective subject or as a medium of a examination at the degree level;  
**OR**  
Master's degree of a recognized University in any subject other than Hindi or English, with Hindi and English as compulsory or elective subjects or either of the two as a medium of examination and the other as a compulsory or elective subject at the degree level
- (ii) Three years' experience of using/applying terminology (terminological work) in Hindi and translation work from English to Hindi or vice-versa, preferably of technical or scientific literature under Central/State Governments/Autonomous Body/Statutory Organizations/PSUs/Universities or recognized research or educational institutions.  
**OR**  
Three years' experience of teaching in Hindi and English or research in Hindi or English under Central/State Governments/ Autonomous Body/Statutory Organizations/PSUs/Universities or recognized research or educational institutions.

**Application for the post of Executive Engineer & Assistant Director (Official Language) through transfer on Deputation in Kendriya Vidyalaya Sangathan**

**Post Applied for:-**\_\_\_\_\_

1	Name			
2	Date of Birth			
3	Present Post			
4	Date from which the present post is held			
5	Present place of posting			
6	Parent cadre			
7	Date of joining service			
8	Pay Band of the present post			
9	Basic pay Drawn			
10	Grade Pay			
11	Email ID			
12	Contact Number			
13	Whether the eligibility criteria prescribed for the posts are satisfied:			
14	Education/Professional Qualification (Please mention Graduation and above)			
SI.NO	QUALIFICATION	SUBJECT	YEAR/DIVISION	INSTITUTION/ UNIVERSITY PLACE/COUNTRY
15	Details of Experience/Employment ( Please attach a separate sheet, if required)			
Office	Post held	From	To	Pay Level as per 7 <sup>th</sup> CPC
16	Date of retirement under Central Government Rules			
17	Training (s) undergone			

Certified that information furnished above by me is correct

**Place and date:**

**(signature of the candidate)**

**Annexure-III**

**To be filled by the Cadre Controlling Authority**

Office of .....

F. No. ....Date:.....

1. The applicant , if selected, will be relieved immediately
2. Certified that the particulars furnished by the officer have been checked from available records and found correct.
3. Certified that the applicant is eligible for the post applied as per conditions mentioned in circular/advertisement.
4. The candidate is clear from vigilance angle and his integrity is certified as Beyond Doubt.
5. Photocopies of ACRs/APARs for the last five years duly attested on each page by an officer not below the rank of Under Secretary or equivalent are enclosed.
6. Certified that service particulars given by the applicant have been verified from his/her service records and found to be correct.

**DATE:**

**Signature with seal of the  
Competent/issuing Authority**

**PLACE:**