



पीएम श्री केन्द्रीय विद्यालय सेक्टर 12, द्वारका, नई दिल्ली -110078

PM SHRI KENDRIYA VIDYALAYA SECTOR-12 DWARKA NEW DELHI -110078

(शिक्षा मंत्रालय, भारत सरकार)

(Ministry of Education, Govt of India.)

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## DETAILED ADVERTISEMENT FOR PANEL INTERVIEW (SESSION: 2025-26)

PM SHRI Kendriya Vidyalaya Sector-12 Dwarka, New Delhi is conducting Contractual Interview on 21th March 2025 (Friday) and 24<sup>th</sup> March 2025 (Monday) for engaging the following post(s) **purely on Part Time Contractual Basis** as per KVS norms. Empanelled candidates will be invited for their services as & when vacancies are created for the academic session 2025- 26. Detailed Guidelines and Instructions are published on the Vidyalaya Website <https://dwarkasec12.kvs.ac.in/> . Candidates are requested to bring the dully filled Registration Form which is available on the Vidyalaya Website before coming for an interview. Also attach the relevant documents, wherever needed.

S.No.	POST	SUBJECT	QUALIFICATION
1	PGT	English Hindi Maths Physics Chemistry Biology History Geography Economics Commerce Political Sc.	<p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>Two years' Integrated Post Graduate M.Sc. Course of Regional College of Education of NCERT in the concerned subject.</li> </ul> <p>OR</p> <p>Master Degree from a recognized University with at least 50% marks in aggregate in the following subject as per the Post:</p> <p>PGT (English)- English PGT (Hindi) – Hindi or Sanskrit with Hindi as one of the subjects at Graduate level.</p> <p>PGT (Maths) Mathematics/ Applied Mathematics PGT (Physics)–Physics / Electronics/Applied Physics/Nuclear Physics. PGT (Chemistry) Chemistry/ Bio-Chemistry. PGT (Biology) – Botany/ Zoology/ Life Sciences/Bio-Sciences/ Genetics/ Micro Biology/Bio-Technology/ Molecular Bio/Plant Physiology provided they have studied Botany and Zoology at Graduation level.</p> <p>PGT History – History PGT Geography-Geography PGT (Economics) – Economics/ Applied Economics/Business Economics. PGT (Commerce) – Master's Degree in commerce. However, holders of Degrees of M. Com in applied/Business Economics are not eligible. PGT (Pol. Sc.) – Master's degree in Political science</p> <p>Proficiency in teaching through Hindi and English medium.</p> <p>B.Ed. or equivalent degree from a recognized university</p> <p><b>Desirable:</b> Knowledge of computer applications</p>
		Computer Science	<p><b>Essential:</b> At least 50 % marks in aggregate in any of the following:</p>

			<p>1. B.E or B. Tech. (Computer Science/IT) from a recognized University or equivalent Degree or Diploma from an institution/ university recognized by the Govt. of India.</p> <p style="text-align: center;">OR</p> <p>B.E or B. Tech. (any stream) and Post Graduate Diploma in Computers from a recognized University.</p> <p style="text-align: center;">OR</p> <p>M.Sc. (Computer Science)/ MCA or Equivalent from a recognized University.</p> <p style="text-align: center;">OR</p> <p>B.Sc. (Computer Science) / BCA or Equivalent and Post Graduate degree in any subject from a recognized University.</p> <p style="text-align: center;">OR</p> <p>Post Graduate Diploma in Computer and Post Graduate degree in any subject from a recognized University.</p> <p style="text-align: center;">OR</p> <p>‘B’ Level from DOEACC and Post Graduate degree in any subject.</p> <p style="text-align: center;">OR</p> <p>‘C’ Level from ‘DOEACC’ Ministry of Information and Communication Technology and Graduation.</p> <p>2. Proficiency in teaching in Hindi and English.</p>
2.	TGT	<p>English Hindi Sanskrit Maths Science Social Science</p>	<p><b><u>Essential:</u></b></p> <p>1. Four years’ Integrated degree course of Regional College of Education of NCERT in the concerned subject with at least 50% marks in aggregate.</p> <p style="text-align: center;">OR</p> <p>Bachelor’s Degree with at least 50% marks in the concerned subjects/ combination of subjects and in aggregate. The electives subjects and Languages in the combination of subjects as according to posts:</p> <ul style="list-style-type: none"> <li>• For TGT (English): English as a subject in all three years.</li> <li>• For TGT (Hindi): Hindi as a subject in all three years.</li> <li>• For TGT (Sanskrit): Sanskrit as a subject in all three years.</li> <li>• For TGT (Maths) – Bachelor’s Degree in Maths with any two of the following subjects: Physics, Chemistry, Electronics, Computer Science, or Statistics.</li> <li>• For TGT (Science)- Botany, Zoology and Chemistry.</li> <li>• For TGT (S.Sc)- Any two of the following: History, Geography, Economics, and Pol. Science of which one must be either History or Geography.</li> </ul> <p>2. Pass the Central Teacher Eligibility Test (CTET), conducted by CBSE in accordance with the Guidelines framed by the NCTE for the purpose will be preferred if suitable otherwise.</p> <p>3. B.Ed. or equivalent degree from a recognized university will be preferred if suitable otherwise.</p> <p>4. Proficiency in teaching through Hindi and English mediums.</p> <p><b><u>Desirable:</u></b> Knowledge of computer applications</p>

3.	PRT	<p><b><u>Essential:</u></b></p> <ol style="list-style-type: none"> <li>Senior Secondary (or its equivalent) with at least 50 % marks and 2 years diploma in elementary education (by whatever name known.) OR Senior Secondary (or its equivalent) with at least 50 % marks and 4 years of a bachelor of elementary education (B.El.Ed.) OR Senior Secondary (or its equivalent) with at least a 50 % mark and 2 years diploma in education (special education) or Graduation with at least 50 % marks and bachelor of education (B.Ed.)</li> <li>Pass in the Central Teacher Eligibility Test (CTET), conducted by CBSE in accordance with the Guidelines framed by the NCTE for the purpose will be preferred if suitable otherwise. If suitable otherwise, B.Ed. or equivalent degree from a recognized university will be preferred.</li> <li>Competence to teach through Hindi &amp; English media.</li> </ol> <p><b>NOTE: In case the desired number of candidates do not appear, for the post of PRT, candidates not having B.Ed can also be considered under special circumstances.</b></p> <p><b><u>Desirable:</u></b> Knowledge of Computer Applications.</p>
4.	Computer Instructor	<p>B.E or B.Tech (Computer Science)/ BCA/ MCA/ M.Sc (Computer Science) M.Sc. (Electronics with Computer Science Component)/ M.Sc. (IT)/ B.Sc. (Computer Science) OR Bachelor's/ Master's degree in any Science subject/ Mathematics from a recognized University with Post Graduate Diploma in Computer Application from Govt recognized university/ institute. OR Post Graduate Degree in any subject with Post Graduate Diploma in Computer Application from Govt. a recognized University/ 'O' Level from DOEACC OR Post Graduate Degree in any subject with a Minimum 'A' Level from DOEACC.</p>
5.	Yoga Instructor	Graduate in any subject or equivalent from a recognized University and at least one year's Degree/ Diploma in Yoga from a recognized Institute.
6.	Special Educator	<ol style="list-style-type: none"> <li>Any Graduate with 50% marks with B.Ed. in Special education. OR</li> <li>B.Ed. (General) with one year diploma in special education. OR</li> <li>B.Ed. (General) with two-year diploma in special education. OR</li> <li>B.Ed. (General) with Post Graduate Professional Diploma in Special Education (PGPD). OR</li> <li>B.Ed. Special Education and Post Graduate Professional Certificate in Special Education (PGPC). OR</li> <li>PG Diploma in Special Education (Mental Retardation) OR</li> </ol>

		<p>7. PG Diploma in Special Education (Multiple Disabilities: Physical and Neurological).</p> <p style="text-align: center;">OR</p> <p>8. PG Diploma in Special Education (Locomotor Impairment and Cerebral Palsy).</p> <p style="text-align: center;">OR</p> <p>9. Secondary Level Teacher Training Course in Visual Impairment.</p> <p style="text-align: center;">OR</p> <p>10. Senior Diploma in Teaching the Deaf.</p> <p style="text-align: center;">OR</p> <p>11. BA/ B.Ed. in Visual Impairment.</p> <p style="text-align: center;">OR</p> <p>12. Any other equivalent qualification approved by RCI.</p>
7.	Music Instructor/Dance Coach	<p>Essential:</p> <p>1) Senior Secondary School Certificate with 50% marks or Intermediate with 50% marks or its equivalent and Bachelor Degree in Music / Dance or equivalent from a recognized University</p> <p>2) Competence to teach through English &amp; Hindi media.</p>
8.	Sports Coach	<p>Essential:</p> <p>Diploma from NSNIS/ B.P.Ed./ Graduation in Physical Education/ represented at National level/ Inter university level. Any equivalent coaching experience of recognized institution.</p>
9	Art & Craft Instructor	<p>Essential:</p> <p>1. Five Years' recognized Diploma in drawing and Painting/Sculpture/ Graphic Art. OR Equivalent recognized Degree. Or a Diploma in fine Art/Painting, oil painting/ Madhubani painting and sculpture etc.</p> <p>2. Working knowledge of Hindi &amp; English Desirable: Working knowledge of Computer Applications.</p>
10	Nurse	<p>Three-year Diploma in General Nursing and Midwifery or B.Sc. in Nursing from a recognized institution.</p>
11	Counsellor	<p>Essential:</p> <p>B.A. / B.Sc. (Psychology) with a Certificate of Diploma in Counselling from a recognized college or University. Desirable: Minimum of one-year Experience in providing career educational counseling to students at schools.</p> <p style="text-align: center;">OR</p> <p>Working knowledge and experience in Placement bureaus.</p> <p style="text-align: center;">OR</p> <p>Registration with the Rehabilitation Council of India as a Vocational Counselor.</p>

**Important Notes: -****1. REPORTING TIME:**

- DATE: 21/03/2025: PGTs (Except PGT Computer Science), TGTs & PRTs: 08:00AM
  - DATE: 24/03/2025: PGT(Computer science) and Miscellaneous posts: 08:00 AM.
  - Late entry will not be entertained.
2. Interview Process: - Document Verification, Interview.
  3. Remuneration as per KVS norms.
  4. Candidates are to bring, photographs, filled application form, self-attested Xerox copy of all the certificates and mark sheets of all the years separately, e.g. 1<sup>st</sup>-year, 2<sup>nd</sup>-year 3rd year, etc.) along with original ones for verification.
  5. Candidates are to fill out separate forms for different posts they apply and need to add Xerox copies too.
  6. Application Form which is attached herewith may be utilized.
  7. No TA/ DA would be applicable for attending the interview.
  8. The maximum age of the candidate for all the posts would be 65.
  9. Selection procedure and exemption etc. would be as per the KVS norms.

**TERMS AND CONDITIONS:**

PM Shri Kendriya Vidyalaya Sector-12 Dwarka New Delhi, Delhi Region will conduct interview to fill the vacancies/likely vacancies of PGTs, TGTs and PRTs, Computer Instructor, Games Coach, Music Instructor, Yoga Instructor, Special Educator, Counsellor and nurse on contractual basis as per the advertisement published in the Newspaper dated , on dates and time specified in the advertisement.

**GENERAL TERMS AND CONDITIONS:**

1. Educational qualifications will be as per KVS norms.
2. Minimum and maximum age limit shall be 18 years to 65 years respectively.
3. Self-attested photocopies of the educational qualifications and experience certificates should be submitted with the application.
4. Original documents should be brought for verification at the time of interview.
5. The contractual teachers would be engaged till such time the regular teacher joins or the end of the academic session, whichever is earlier. However, their services can be terminated earlier if their performance is not satisfactory.
6. The candidates must have working knowledge of computer and must be capable of teaching in hybrid mode using the platforms provided by KVS, like Google Classroom, Google Meet, Classroom live, etc.
7. **DRESS CODE**- Every teacher shall be clean and trim. She/he shall not be casual and informal, while on duty. Her/his dress shall be neat and dignified. She/he shall on no account be dressed to become an object of excitement or ridicule or pity at the hands of students and colleagues.

**PAYMENT OF REMUNERATION**

Consolidated payment on monthly basis shall be made to the contractual teachers as per the following rate:

- a) PGT (All subjects) - ₹ 27,500 per month

- b) TGT (All subjects)- ₹ 26,250 per month
  - c) PRT- ₹ 21,250 per month
  - d) Computer Instructor (VI to X Classes)- ₹26,250 per month
  - e) Computer Instructor (III to V classes)- ₹ 21,250 per month
  - f) Vocational Instructors
    - i. Yoga Coach - ₹ 21,250 per month
  - g) Special Educator- ₹ 21,250 per month
  - h) Nurse - ₹ 750 per working day
- Teachers appointed on contractual basis will have no claim or right for appointment on regular basis, nor will they be a part of the cadre of teachers of Kendriya Vidyalayas.
  - Teachers appointed on contractual basis will not be entitled for vacation pay and during Autumn/ Winter Break payment shall be calculated on the basis of KVS norms.
  - Teachers will not be entitled for pay, if remain absent on working day. In case of absence from duty, payment will be calculated on basis of KVS norms.

### **JOB DESCRIPTION OF TEACHERS (PGT, TGT, PRT)**

Contractual teachers will perform all the duties similar to a regular teacher. Their job description includes-

1. Teaching of their subject as per KVS and CBSE standards.
2. Timely correction of class and home assignments, test-papers, projects, etc.
3. Setting of question papers for various tests and exams, when asked by the examination department.
4. Preparation of lesson plans and maintain academic record of the students
5. Preparing the students for co-curricular activities, house activities, various cultural competitions, etc.
6. If required, escorting the students for activities outside Vidyalaya.
7. Completion of any other work assigned by Vidyalaya.

### **JOB DESCRIPTION OF NURSES:**

1. Services of nurses will be required for half hour before and half hour after Vidyalaya hours. Total Working hours will be 7 hours.
2. Proposed remuneration:
  - Nurse ₹750 per working day
3. Nurse should be available on all working days for the students except during the vacations/ breaks or when the school is closed on other account.
4. Nurse shall do the medical check-up of the students twice a year.
5. They shall be available for all emergencies in school.
6. They will carry out awareness programme in assembly and classrooms on issues related to health like obesity, malnutrition, diet, communicable diseases, adolescent related problems, health and hygiene, etc.

### **JOB DESCRIPTION OF YOGA COACH & COMPUTER INSTRUCTOR**

The instructors and coaches will perform all the duties like regular teachers in these subjects. Their job description includes-

1. Developing the ability of creative expression/ teaching techniques, tactics and relevant skills of sports activities in students/ to provide theoretical and applied instructions in computer functionality
2. Developing lessons plans related to their subjects
3. Assisting the regular teachers in developing the proficiencies related to their subject.
4. Preparing the students for various school level, regional level and national level competitions

### **JOB DESCRIPTION OF SPECIAL EDUCATOR:**

1. Special educator will work with students who have learning, mental, emotional or physical disabilities.
2. They will adapt general education lessons and teach various subjects to students with disabilities.
3. They will teach basic skills to such students that help them in performing their day- to-day activities smoothly.
4. They will collaborate with parents and school staff to track students' progress.

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**PM SHRI KENDRIYA VIDYALAYA SECTOR-12 DWARKA NEW DELHI, DELHI REGION**  
**APPLICATION FOR CONTRACTUAL APPOINTMENT FOR THE ACADEMIC SESSION 2025-26**

POST APPLIED FOR: PGT/ TGT/ PRT (Specify Subject)/Misc.: .....

SUBJECT APPLIED FOR: .....

**KINDLY FILL SEPARATE FORM FOR SEPARATE POST / SUBJECT (IF ELIGIBLE FOR MORE THAN ONE POST / SUBJECT)**

**BIO-DATA**

1. Name of the Candidate: .....

2. Father's / Husband's Name: .....

3. Date of Birth (dd/mm/yyyy): ..... / ..... / .....

4. Gender: Male/Female/Transgender: .....

5. Caster: GEN(UR)/SC/ST/OBC(CL)/OBC(NCL): .....

6. DIFFERENTLY ABLED WITH MIN. 40% DISABILITY: YES / NO

7. Age as on date of interview: .....Years .....months

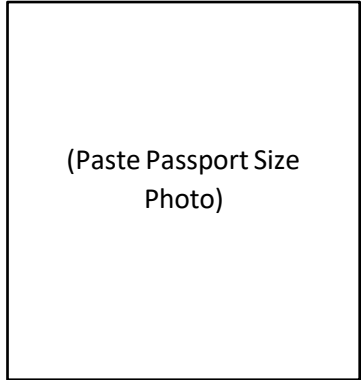
8. Present address:

.....

.....CITY: ..... STATE: ..... PIN:.....

9. Mobile No.: ..... Alternate Mobile Number (optional).....

10. Email Id: .....



**11. Educational Qualifications:**

S.No.	Qualification	Board/ University	Year of Passing	Subjects	% of marks in aggregate
1.	SECONDARY [10 <sup>TH</sup> ]				
2.	SENIOR SECONDARY [12 <sup>th</sup> ]				
3.	GRADUATION [TICK APPROPRIATE] (BA/B.COM/B.SC/ B.P.ED)				
4.	POST GRADUATION				

5.	B.Ed/B.El.Ed [TICK APPROPRIATE]				
6.	ANY OTHER QUALIFICATION				
7.	CTET QUALIFIED [TICK APPROPRIATE] YES/NO				

Note: Any candidate seeking of claim of equivalence of the qualifications with that of the above should furnish documentary evidence in support of their claim at the time of interview/selection.

12. Experience: YES/NO ..... (Experience gained in last 10yrs on same post for which applied will be counted)  
If yes, fill details:

Name of Institution	Post	Period of service		Classes taught	Subjects taught/ nature of work
		From	To		

Note: Attach a separate sheet if required.

13. Working knowledge of English & Hindi: YES/NO .....

14. Working Knowledge of Computer: YES/NO .....

15. Any Other relevant information or extraordinary achievement:  
.....

**It is certified that above information provided by me is true to the best of my knowledge and belief. If this information found incorrect at any time before or after selection procedure, my candidature will be cancelled automatically & legal action may be initiated against me. I also understand that the post is purely temporary and on contractual basis. My service can be terminated at any time if any regular incumbent is posted to my post by KVS / my work not found satisfactory in the welfare of students / Vidyalaya without assigning any reason thereof.**

Place:  
Date: / /2025

Signature of the Candidate

**FOR OFFICE USE ONLY**

Found eligible/not eligible, for reasons: .....

First Checker

Second Checker

Date: