



केन्द्रीय विद्यालय उडुमलपेट

KENDRIYA VIDYALAYA UDUMALPET

How to Apply online on Samvida Sathi Portal

for Contractual Posts in Kendriya Vidyalaya

About the Portal

The **Samvida Sathi Portal** is developed by Kendriya Vidyalaya Sangathan for applying to contractual (part-time) teaching and non-teaching posts.

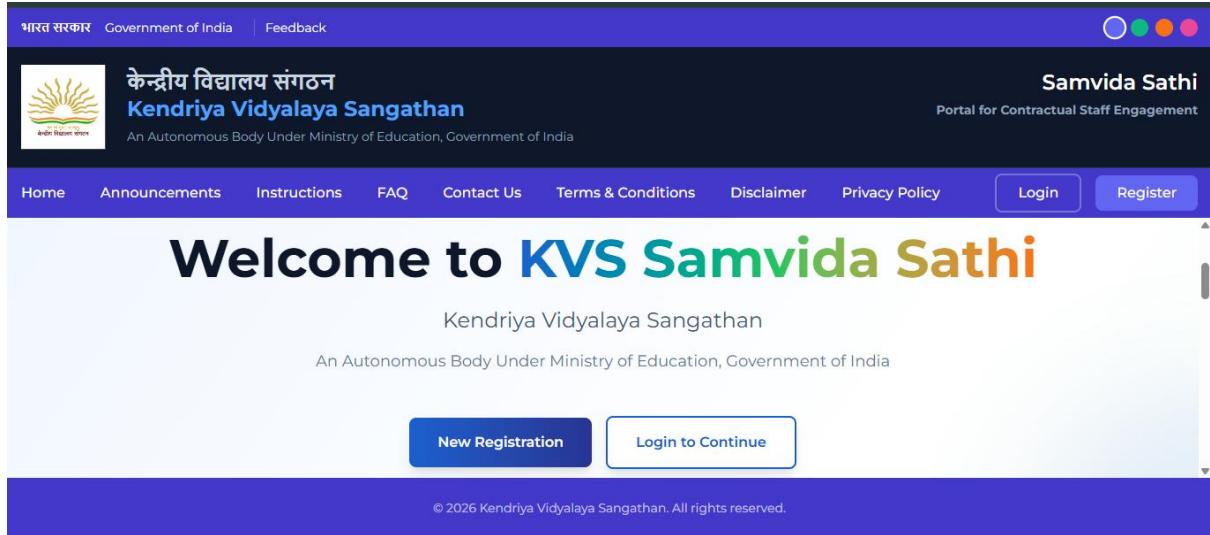
✦ Step-by-Step Process

◆ 1. Visit the Portal

Go to the official **Samvida Sathi Portal**. Link is given below-

<https://samvida-sathi.kvs.gov.in/>

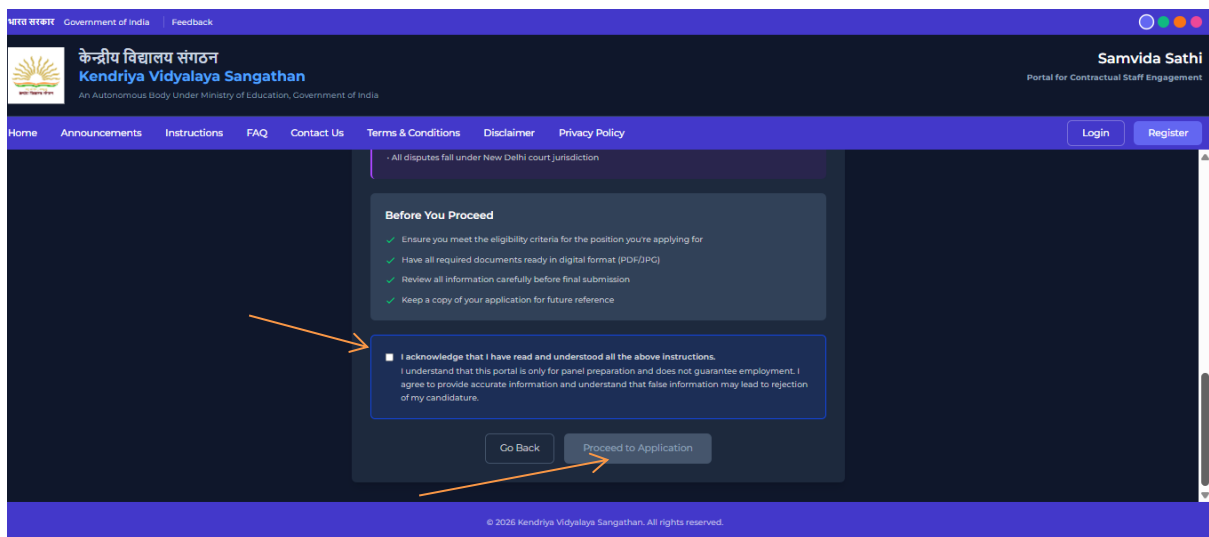
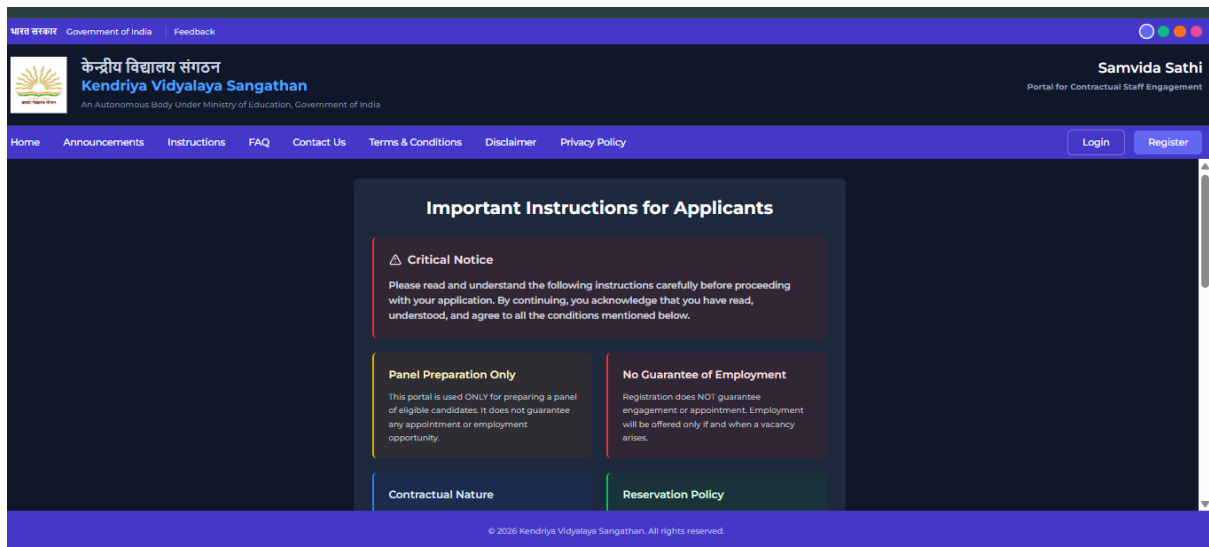
The following interface will be opened -



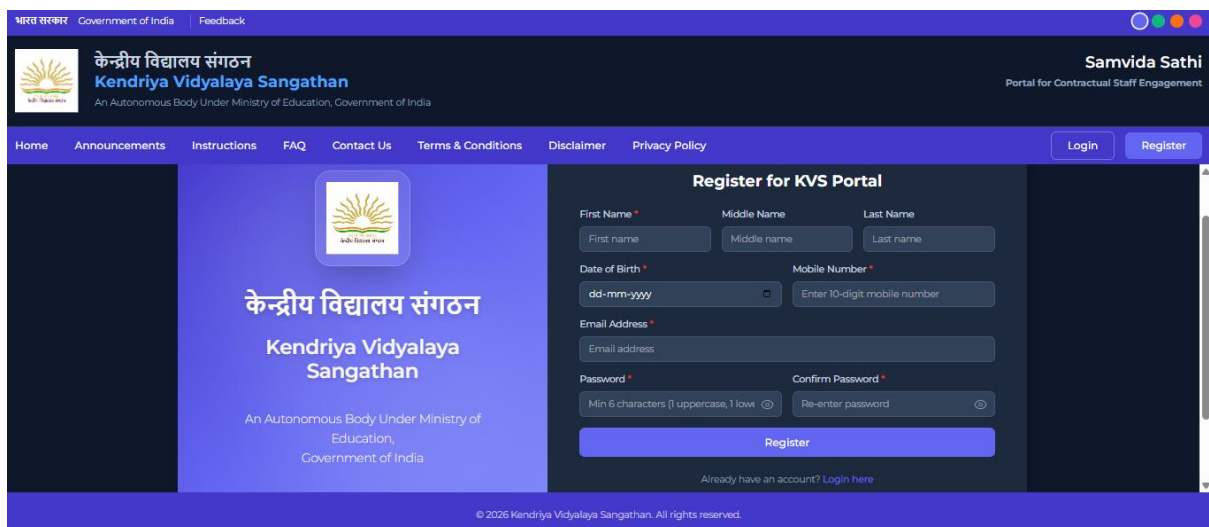
◆ 2. New Registration

Click on “New Registration”

- After clicking on “New Registration” button important instructions will be opened and before proceeding the candidate must click on check box for acknowledgement.
- Now click on the proceed to application.
- The following interface will be opened –



After clicking on “proceed the application” The following interface will be opened –



Now candidate will enter the details.
after entering the details set your password and click on the button “Register”.

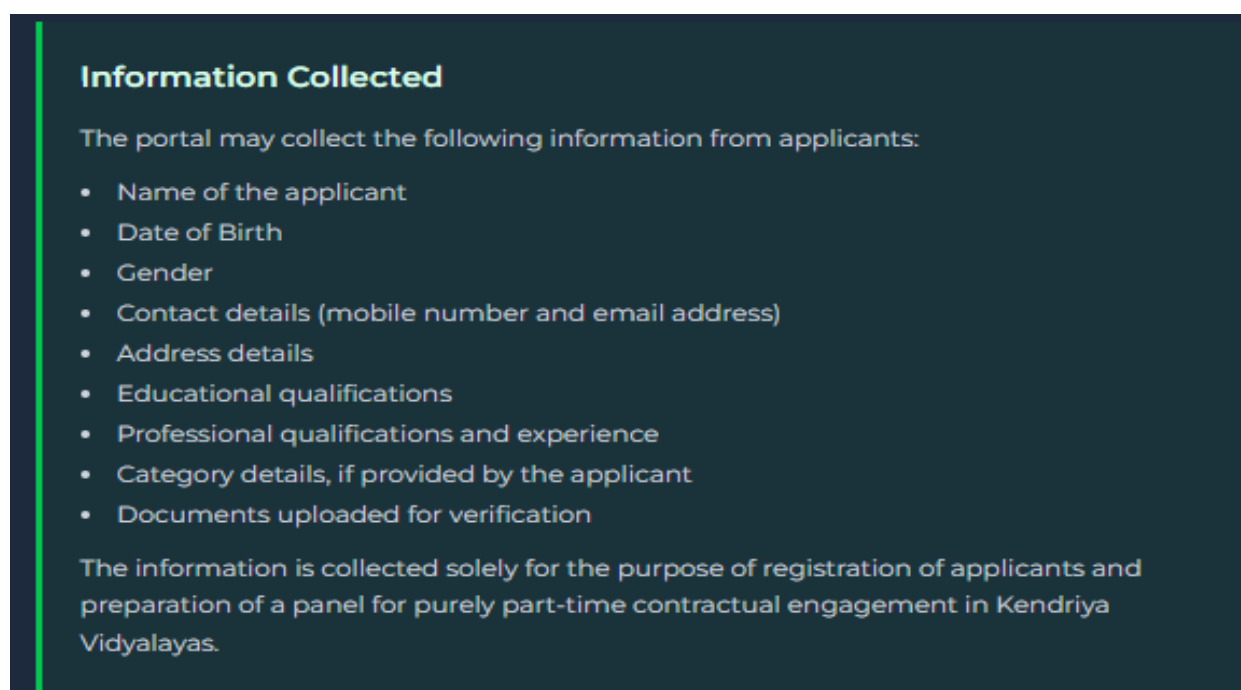
◆ 3. Login to the Portal

Use your registered credentials to log in.

◆ 4. Fill Application Form

Enter all required details:

- Personal Details
- Educational Qualifications
- Teaching Experience
- Preferred KV(s)



Information Collected

The portal may collect the following information from applicants:

- Name of the applicant
- Date of Birth
- Gender
- Contact details (mobile number and email address)
- Address details
- Educational qualifications
- Professional qualifications and experience
- Category details, if provided by the applicant
- Documents uploaded for verification

The information is collected solely for the purpose of registration of applicants and preparation of a panel for purely part-time contractual engagement in Kendriya Vidyalayas.

◆ 5. Upload Documents

Upload scanned copies of:

- Photograph
- Signature
- Certificates

◆ 6. Review & Submit

Check all details carefully and click **Submit**.

◆ 7. Download Application

Take a printout for future use/interview.



Important Points

- No application fee is required.
- Application is purely for contractual basis (temporary).
- Selection is based on interview/merit.
- Bring original documents during interview.



Tips for Applicants

- Fill correct information only.
- Keep scanned documents ready.
- Apply before last date.

Note- The Samvida Sathi Portal makes the application process easy, transparent, and accessible for all candidates.