

**Kendriya Vidyalaya ONGC Sivasagar  
(Guwahati Region)**



# **Information-Booklet**

## **Interview for Part- Time Contractual Panel (Session : 2026-27)**

Date of Interview: 19.02.2026 (Thursday)

Time: 08:30 AM onwards

Website Address: <https://no1sibsagar.kvs.ac.in/>

# TERMS AND CONDITIONS

Kendriya Vidyalaya ONGC Sivasagar invites applications to fill the vacancies on contractual basis as and when arises or required for the post of PGTs, TGTs and PRTs. Applications are also invited for the contractual posts of Counsellors, Coaches (for different games), Special Educators, Computer Instructors, Assamese Language Teacher and Yoga Teacher.

## **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 so as to become an object of excitement or ridicule or pity at the hands of students and colleagues.
8. Contractual teachers/ staffs may be appointed on purely contractual basis in Vidyalaya.
9. 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.
10. 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.
11. 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 jobdescription 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 COUNSELLORS:**

1. Counsellors will address the mental health of the students and provide them guidance as and when required.
2. They will carry out awareness programs to enhance life skills and values.
3. They will address the behavior pattern of the students and contribute to school discipline.
4. Their nature of work involves low achieving, under achieving, and high achieving students, besides dealing with topics like examination fear, stress management, study skills and techniques, etc.
5. They will provide career guidance and help the students in assessing their interests and aptitudes.

## **JOB DESCRIPTION OF SPORTS COACH, COMPUTER INSTRUCTOR & YOGA COACH:**

The instructors and coaches will perform all the duties similar to 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.

## **REQUIRED QUALIFICATIONS:-**

### **(i) For PGTs :**

1) Integrated Post Graduate Course from NCTE recognized institution/University, in the concerned subject with at least 50% marks in aggregate including B.Ed. component.

**OR**

Master Degree from a recognized institution/University with at least 50% marks in aggregate in the concerned subject.

**AND**

2) B.Ed. Degree from NCTE recognized institution/University with at least 50% marks.

**OR**

Three years Integrated B.Ed.-M.Ed. from NCTE recognized Institution/University with at least 50% marks

**OR**

Four years Integrated Degree with at least 50% marks from NCTE recognized Institution/University including B.Ed. component.

**Details of subjects in Master Degree according to post of PGT are as under:**

| Sl. No. | POST (SUBJECT)          | SUBJECT(S) AT POST GRADUATE LEVEL                                                                                                                                |
|---------|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A       | PGT-English             | English, Provided the candidate has studied concerned subject at graduation level also.                                                                          |
| B       | PGT(Hindi)              | Hindi, Provided the candidate has studied concerned subject at graduation level also.                                                                            |
| C       | PGT(Maths)              | In concerned subject or any specialization in concerned subject.<br>Provided the candidate has studied concerned subject at graduation level also.               |
| D       | PGT(Physics)            |                                                                                                                                                                  |
| E       | PGT(Chemistry)          |                                                                                                                                                                  |
| F       | PGT(Biology)            | In Biological Science/Life Science or any specialization in concerned subject.<br>Provided the candidate has studied concerned subject at graduation level also. |
| G       | PGT(Commerce)           | Master's degree in Commerce. However holders of Degrees of M.Com in Applied /Business Economics shall not be eligible.                                           |
| H       | PGT(Economics)          | In concerned subject or any specialization in concerned subject.<br>Provided the candidate has studied concerned subject at graduation level also.               |
| I       | PGT (Geography)         |                                                                                                                                                                  |
| J       | PGT (History)           |                                                                                                                                                                  |
| K       | PGT (Political science) |                                                                                                                                                                  |

**Desirable: Knowledge of Computer Applications. Proficiency to Teach in Hindi and English medium.**

3. Proficiency in teaching in Hindi and English media.

### **(ii) For PGT (Computer Science):-**

**Essential:**

1. M.Sc. (Computer Science / IT) / MCA from recognized university with at least 50% marks

**OR**

M.E. or M.Tech. (Computer Science / IT) from recognized university / institution with at least 50% marks

2. B.Ed. Degree from NCTE recognized institution/University with at least 50% marks

**OR**

Three years integrated B.Ed.-M.Ed from NCTE recognized Institution / University with at least 50% marks

**OR**

Four years Integrated Degree with atleast 50% marks from NCTE recognized Institution / University including B.Ed. Component

2. Proficiency in teaching in Hindi and English.

(iii) **For TGTs:**

**Essential:**

1) Four years' Integrated degree course from NCTE recognized university in the concerned subject with at least 50% marks in concerned subject and in the aggregate including B.Ed component.

OR

Bachelor's Degree with atleast 50% marks in the concerned subject, combination of subjects and in aggregate. The

elective subjects and Languages in the combination of subjects are as under:

2) B.Ed. Degree from NCTE recognized institution/University with at least 50% marks

OR

Three years Integrated B.Ed.-M.Ed. from NCTE recognized Institution/University with atleast 50% marks

OR

\*\* One year B.Ed. (Special Education) from Rehabilitation Council of India (RCI) with atleast 50% marks.

3) Passed in the Central Teacher Eligibility Test(CTET) Paper-II, conducted by CBSE in accordance with the Guidelines framed by the NCTE for the purpose.

4) B.Ed. or equivalent degree from a recognized university with atleast 50% marks

Desirable: (i) Knowledge of Computer Applications.

(ii) Working knowledge of English and Hindi.

1) Working knowledge of English and Hindi.

| Sl. No.              | POST<br>(SUBJECT)                  | SUBJECT(S) AT POST GRADUATE LEVEL                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |              |                     |                      |                                    |        |                           |         |                          |
|----------------------|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------------------|----------------------|------------------------------------|--------|---------------------------|---------|--------------------------|
| A                    | TGT (Hindi)                        | Studied Hindi as an Elective/Main subject in at least three years/06 Semesters in graduation/ four years integrated degree course.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |              |                     |                      |                                    |        |                           |         |                          |
| B                    | TGT (English)                      | Studied English as an Elective/Main subject in at least three years /06 Semesters in graduation/four years integrated degree course.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |              |                     |                      |                                    |        |                           |         |                          |
| C                    | TGT (S.St)                         | Candidates should have studied any two subjects out of History, Geography, Economics and Political Science at graduation level out of which one must be either History or Geography in at least three years/ 06 Semesters in graduation/four years integrated degree course as an Elective/Main Subject and the second subject for at least one year/any two semesters. The candidates who studied under Choice Based Credit System (CBCS) with the above subject combination are also eligible to apply.**                                                                                                                                                                                                                          |              |                     |                      |                                    |        |                           |         |                          |
| D                    | TGT (Sanskrit)                     | Studied Sanskrit as an Elective/Main subject in atleast 03 years/09 semester of the course.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |                     |                      |                                    |        |                           |         |                          |
| E                    | TGT (Maths)                        | <p>The candidates should have studied:</p> <ul style="list-style-type: none"> <li>a) Mathematics as Elective / Main subject in at least three years / 06 Semesters in graduation/four years integrated degree course.</li> <li>b) Physics at least 01 year / any 02 semesters.</li> <li>c) One out of Chemistry, Electronics, Computer Science, Statistics at least 01 year / any 02 semesters.</li> <li>d) The candidates who have studied under Choice Based Credit System (CBCS) with the above subject combination are also eligible to apply.</li> <li>e) Candidates with B.Sc. (Hons.) in Physics or Chemistry are not eligible for the post of TGT (Maths).**</li> </ul>                                                      |              |                     |                      |                                    |        |                           |         |                          |
| F                    | TGT (Science)                      | <p>The candidate should have studied Biology/Life Science/Botany/ Zoology as Honours/Main Subject in at least three years/06 Semesters in graduation/four years integrated degree course with following combination of subjects for at least one year or any 2 semesters.</p> <table> <tr> <th>Main Subject</th> <th>Subsidiary Subjects</th> </tr> <tr> <td>Biology/Life Science</td> <td>1. Chemistry &amp; 2.Botany or Zoology</td> </tr> <tr> <td>Botany</td> <td>1. Chemistry &amp; 2. Zoology</td> </tr> <tr> <td>Zoology</td> <td>1. Chemistry &amp; 2. Botany</td> </tr> </table> <p>The candidates who studied under Choice Based Credit System (CBCS) with the above subject combination are also eligible to apply.**</p> | Main Subject | Subsidiary Subjects | Biology/Life Science | 1. Chemistry & 2.Botany or Zoology | Botany | 1. Chemistry & 2. Zoology | Zoology | 1. Chemistry & 2. Botany |
| Main Subject         | Subsidiary Subjects                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |              |                     |                      |                                    |        |                           |         |                          |
| Biology/Life Science | 1. Chemistry & 2.Botany or Zoology |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |              |                     |                      |                                    |        |                           |         |                          |
| Botany               | 1. Chemistry & 2. Zoology          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |              |                     |                      |                                    |        |                           |         |                          |
| Zoology              | 1. Chemistry & 2. Botany           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |              |                     |                      |                                    |        |                           |         |                          |

**Relaxation of CTET:** In absence of CTET-2 qualified candidate, candidate without CTET-2 qualification may be considered if otherwise eligible as per KVS recruitment rules.

(iv) **For PRT:-**

Essential:-

1. Senior Secondary (10+2) (or its equivalent) with atleast 50% marks and 2-year Diploma in Elementary Education (by whatever name known) from recognized Institute/Board

OR

Senior Secondary(or its equivalent) (10+2) with atleast 50% marks and 4-years Bachelor of Elementary Education (B.El.Ed.) from recognized Institute/Board.

OR

\*\*Senior Secondary/Higher Secondary/Intermediate/Class-XII with at least 50% marks and 2-year Diploma in Education (Special Education) from Rehabilitation Council of India (RCI).

2. Qualified in the Central Teacher Eligibility Test (Paper-I) conducted by Central Board of Secondary Education (CBSE).

3. Proficiency to teach through Hindi & English medium.

Desirable: (i) Knowledge of working on Computer.

(ii) Proficiency in teaching through English & Hindi.

**Relaxation of Professional qualification:** Simple graduates may be considered for the post of Primary Teachers, if Candidates with Senior Secondary/Plus 2/JBT/ D.Ed/B.El.Ed/BTC/ Graduates with B.Ed are not available.

**Relaxation of CTET:** In absence of CTET-1 qualified candidate, candidate without CTET qualification may be considered if otherwise eligible as per KVS recruitment rules.

(v) **For Computer Instructor:-**

**Essential:**

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 from 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. recognized University/'O' Level from DOEACC OR Post Graduate Degree in any subject with Minimum 'A' Level from DOEACC

(vi) **For Special Educators :-**

(a) **Elementary (primary and upper primary):**

1. XII passed and two year D.Ed. Special education in any of the category of disability.

OR

2. XII passed and one year diploma in special education (DSE) in any of the category disability.

OR

3. Diploma in community based rehabilitation (DCRB) with six months certificate course in education of children with special needs.

OR

4. Post graduate diploma in community based rehabilitation with six months certificate course in education of children with special needs.

OR

5. Diploma in Multi rehabilitation worker with six months certificate course in education of children with special needs

OR

6. Junior diploma in teaching the deaf

OR

7. Primary level teacher teaching course in visual impairment.

OR

8. Diploma in vocational rehabilitation mental retardation (DVR-MR)/ diploma in vocational training and employment mental retardation (DVTE-MR) with six months certificate course in education of children with special needs.

OR

9. Diploma in hearing language and speech with six months certificate course in education of children with special needs.

OR

10. XII passed with RCI recognized qualification for minimum one year duration and six months with special needs.

OR

Any other equivalent qualification approved by RCI

**(b) Secondary and senior Secondary:**

1. Graduate with B.Ed. (special education).

OR

2. B.Ed. (General) with one year diploma in special education.

OR

3. B.Ed. (General) with two-year diploma in special education.

OR

- a. B.Ed. (General) with Post Graduate Professional Diploma in Special Education (PGPD).

OR

- b. B.Ed. Special Education and Post Graduate Professional Certificate in Special Education (PGPC).

OR

- c. PG Diploma in Special Education (Mental Retardation)

OR

- d. PG Diploma in Special Education (Multiple Disabilities: Physical And Neurological).

OR

- e. PG Diploma in Special Education (Locomotor Impairment And Cerebral Palsy).

OR

- f. Secondary Level Teacher Training Course In Visual Impairment.

OR

- g. Senior Diploma in Teaching the Deaf.

OR

- h. BA/ B.Ed. in Visual Impairment.

OR

Any other equivalent qualification approved by RCI

**(vii) For other Posts:**

| Sl.No. | Name of the post                 | Qualification                                                                                                                                                                                                                                                                                                                                                                                                             |
|--------|----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.     | <b>Sports Coach</b>              | Diploma from NSNIS/B.P.Ed./Graduation in Physical Education/represented at National level /Inter university level. Any equivalent coaching experience of recognized institution.                                                                                                                                                                                                                                          |
| 2.     | <b>Yoga Teacher</b>              | 1) Graduation in any subject or equivalent from a recognized University.<br>2) One year Training in Yoga from a recognized Instt.                                                                                                                                                                                                                                                                                         |
| 3.     | <b>Counsellor</b>                | <b>Essential:</b><br>B.A. / B.Sc. (Psychology) with Certificate of Diploma in Counselling from a recognized college or University.<br><b>Desirable :</b><br>Minimum of one year Experience in providing career educational counseling to students at schools.<br><br>OR<br>Working knowledge and experience in Placement bureaus.<br><br>OR<br>Registration with rehabilitation council of India as Vocational Counselor. |
| 4.     | <b>Assamese Language Teacher</b> | Bachelor's Degree with at least 50% marks in Assamese/Combinations of Subjects and in aggregate. B.Ed or equivalent Degree from a recognised university.<br>Relaxation of B. Ed qualification: In case suitable candidates with B.Ed are not available candidates without B.Ed can be considered.                                                                                                                         |

### **IMPORTANT INSTRUCTION(S):**

1. Candidates are to bring- filled application form with photo pasted, ONE self-attested Xerox copy of all the certificates and mark-sheets (of all the years separately, e.g. 1st year 2nd year 3rd year etc.) along with original documents for verification.
2. Reporting Timing: 8.00 AM to 10.30 AM.
3. All the candidates need to verify their documents with Originals on the day of interview before they appear for the interview or screening test. The Interview is scheduled for whole day which may run till late evening. All candidates should come prepared for the same. Document Verification Timing: 08:30 am onwards for all the posts scheduled on the day of interview.
4. Candidates are to fill separate forms for different posts they apply and need to add supporting Xerox copies for each form.
5. Application Form which is attached herewith should only be utilized.
6. No TA/DA would be applicable for attending the interview.
7. Maximum age of the candidate for all the posts would be 65 Years.
8. Selection procedure and exemption etc. (if any) would be as per the KVS norms, in case of non-availability of suitable candidates. In the absence of CTET/ B.Ed. qualified candidates for any specified post, candidates without CTET / B.Ed. qualification may be considered on Merit if otherwise eligible as per KVS recruitment rules.
9. Remuneration: (\*As per KVS norms)  
All PGT @ Rs.32500/- p.m.\* consolidated  
All TGT @ Rs. 31250/- p.m.\* consolidated  
Computer Instructor# (Secondary) @ Rs. 31250/- p.m.\* consolidated  
Computer Instructor# (Primary) @ Rs. 26250/- p.m.\* consolidated  
Counselor/ Spl Educator (Secondary) @ Rs. 31250/- p.m.\* consolidated  
PRT/Yoga/Coaches/ @Rs.26250/-p.m.\*consolidated  
Assamese Language Teacher:-Rs.26250/-p.m.\*consolidated  
(# Based on Panel Sequence and acceptance- appointment will be offered)
10. It should be noted that the vacancies are tentative. The panel of all the posts advertised will be prepared for the session 2026-27, to utilize it when any vacancy arises in the vidyalaya at any point in the mentioned academic session. Candidates from the panel will be called through email / call to join the vidyalaya when any vacancy arises. Selection in interview may not lead to an automatic appointment to the post. The appointment will be based on the actual vacancy and requirement of the Vidyalaya in the session.