केन्द्रीय विद्यालय संगठन (मुख्या), १८ संस्थागत क्षेत्र,
शहीदजीत सिंह मार्ग,नई दिल्ली – ११००१६
KENDRIYA VIDYALAYA SANGATHAN (Hqrs.)
18, INSTITUTIONAL AREA, SJS MARG
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केन्द्रीय विद्यालय संगठन

F 11022/1/2019-KVS/RPS/RR/524

Dated: 27.06.2025

OFFICE MEMORANDUM

Subject: Recruitment Rules for the post of Commissioner and Additional Commissioner (Admin.)

The amended Recruitment Rules for various Teaching and Non-Teaching posts have been circulated vide OM of even No. dated 20.03.2025.

The Recruitment Rules for the post of Commissioner and Additional Commissioner (Admin.) effective from 12.02.2014 has no change.

Accordingly, the Recruitment Rules for the posts under Central Staffing Scheme i.e. Commissioner and Additional Commissioner (Admin.) effective from 12.02.2014 as enclosed will be valid till further orders.

Deepesh

(Deepesh Gehlot)
Additional Commissioner (Admin)

Encl: As above

* Amendment in the KVS(Appointment, Promotion, Seniority etc.)Rules 1971

* Schedule-II of the KVS(Appointment, Promotion, Seniority etc.)Rules 1971

1. Recruitment Rules for the Post of Commissioner

1.	Name of the Post	Commissioner
2.	No. of post(s)	One
3.	Classification	Gr. 'A'
4.	Scale of Pay	PB-4 Rs.37400- 67000 + 10000 (Gd Pay)
5.	Whether selection post or non-selection post	Selection
6.	Whether bebefit of added years of service admissible Under Rule 30 of CCP (Pension Rules) 1972	N.A.
7.	Age limit for direct recruits	N.A.
8.	Educational and other qualifications required for direct recruits	N.A.
9.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	N.A.
10.	Period of probation, if any	N .A.
11.	Method of recruitment, whether by direct recruitment or by promotion or by deputation transfer grades and percentage of the vacancies to be filled by various methods	By transfer on deputation through Central Staffing Scheme
12.	In case of recruitment by promotion/by deputation transfer, grades from which promotion/ deputation/transfer is to be made	Officers under Central Staffing Scheme: i) Holding analogous posts in the equivalent pay scale ii) Possessing adequate knowledge of education system and experience in educational planning and administration
13.	If a DPC exists, what is the Composition	N.A.
14.	Circumstances in which DPC Is to be consulted in making Recruitment	N.A.

1. Recruitment Rules for the Post of Additional Commissioner (Administration)

1	Name of the Post	Additional Commissioner (Admn.)
2	No. of post(s)	One
3.	Classification	Gr. 'A'
4.	Scale of Pay	PB-4 Rs.37400- 67000 + 8700 (Gd Pay)
5.	Whether selection post or non-selection post	Selection
6.	Whether bebefit of added years of service admissible Under Rule 30 of CCP (Pension Rules) 1972	N.A.
7.	Age limit for direct recruits	N.A.
8.	Educational and other qualifications required for direct recruits	N.A.
9.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	N.A.
10.	Period of probation, if any	N.A.
11.	Method of recruitment, whether by direct recruitment or by promotion or by deputation transfer grades and percentage of the vacancies to be filled by various methods	By transfer on deputation through Central Staffing Scheme
12.	In case of recruitment by promotion/by deputation transfer, grades from which promotion/ deputation/transfer is to be made	Officers under Central Staffing Scheme: i) Holding analogous posts in the equivalent pay scale ii) Possessing adequate knowledge of education system and experience in educational planning and administration
13.	If a DPC exists, what is the Composition	N.A.
14.	Circumstances in which DPC Is to be consulted in making Recruitment	N.A.

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केन्द्रीय विद्यालय संगठन

F. 11022/1/2019-KVS/RPS/RR/525 Dated: 27.06.2025

OFFICE MEMORANDUM

Subject: Recruitment Rules for the post of Sub-Staff

The amended Recruitment Rules for various Teaching and Non-Teaching posts have been circulated vide OM of even No. dated 20.03.2025.

The Recruitment Rules for the post of Sub-Staff effective from 12.02.2014 has no change.

Accordingly, the Recruitment Rules for the post of Sub-Staff effective from 12.02.2014 as enclosed will be valid till further orders.

Deepesh

(Deepesh Gehlot)
Additional Commissioner (Admin)

Encl: As above

Sl. No.	Details	Recruitment Rule
1	Name of the Post	**Sub-staff**
2	No. of post(s)	10211 (Subject to variation)
3	Classification	Group 'C'
4	Scale of Pay	PB I ₹5200-20200 with GP of ₹ 1800
5	Whether selection post or non-selection post	N.A.
6	Age limit for direct recruits	18 to 25 years. Age relaxation for SC/ST and other categories as applicable under the Govt. of India rules would be applicable.
7	Educational and other qualifications required for direct recruits	Matriculation (Class X) or equivalent pass
8	Whether age and educational qualifications prescribed for direct recruits will apply to the promotes/Deptt. Examinee	N.A.
9	Period of probation, if any	2 years
10	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods	100% Direct recruitment
11	In case of recruitment by promotion/ by deputation/transfer, grades from which promotion/deputation/ transfer is to be made	N.A.
12	If a DPC exists, what is the composition	N.A.

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केन्द्रीय विद्यालय संगठन

F. 11022/1/2019-KVS/RPS/RR/1894-134 Dated: 20.03.2025

OFFICE MEMORANDUM

Subject: Recruitment Rules for Teaching and Non- Teaching posts in KVS-revised

In supersession to existing Recruitment Rules, the Recruitment Rules for Teaching and Non-Teaching posts as approved by Chairman, KVS & Hon'ble Minister of Education are circulated herewith for general information.

Deepesh

(Deepesh Gehlot)
Joint Commissioner (Admin)

Encl: As above

Distribution:-

1. PS to Joint Secretary (Inst & Trg), Ministry of Education cum Vice-Chairman, KVS.
2. PS to Commissioner, KVS (HQ).
3. PS to Addl. Commissioner (Admn)/(Acad), KVS(HQ).
4. PA to JC (Admn/Acad/Trg/Finance), KVS (HQ).
5. The Deputy Secretary, Ministry of Education, New Delhi.
6. The Deputy Commissioners, KVS, All Regional Offices.
7. The Director, KVS, All ZIET's.
8. All Officers and sections in KVS(HQ).
9. All recognized Associations.
10. The Assistant Commissioner (IT) to upload on the website.
11. Guard File.

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केन्द्रीय विद्यालय संगठन

फ. 11022/1/2019-KVS/RPS/RR/124-134

दिनांक: 20.03.2025

कार्यालय ज्ञापन

विषय: केन्द्रीय विद्यालय संगठन में शैक्षिक एवं गैर-शिक्षक कर्मचारियों के भर्ती नियम-संशोधित

मौजूदा भर्ती नियमों का अधिक्रमण करते हुए माननीय शिक्षा मंत्री, भारत सरकार एवं अध्यक्ष, केन्द्रीय विद्यालय संगठन द्वारा अनुमोदित शैक्षिक एवं गैर-शैक्षिक पदों के भर्ती नियम सामान्य सूचना हेतु परिचालित किये जाते हैं।

दीपेश

(दीपेश महलान)
संयुक्त आयुक्त (प्रशा)

संलग्नक: यथोपरि

वितरण:-

1. निजी सचिव (संयुक्त सचिव (संस्थान एवं प्रशिक्षण), शिक्षा मंत्रालय सह उपाध्यक्ष, केन्द्रीय विद्यालय संगठन।
2. निजी सचिव (आयुक्त), के.वि.सं. ।
3. निजी सचिव (अपर आयुक्त (प्रशासन/शैक्षिक), के.वि.सं. ।
4. निजी सहायक (संयुक्त आयुक्त (प्रशा/शैक्षिक/प्रशिक्षण/वित्त) के.वि.सं. ।
5. उप-सचिव, शिक्षा मंत्रालय, नई दिल्ली ।
6. उपायुक्त, के.वि.सं., सभी क्षेत्रीय कार्यालय ।
7. निदेशक,के.वि.सं., शिक्षा एवं प्रशिक्षण के सभी आंचलिक संस्थान ।
8. के.वि.सं. (मुख्यालय), नई दिल्ली के सभी अधिकारी एवं अनुभाग ।
9. सभी मान्यता प्राप्त एसोसिएशन ।
10. सहायक आयुक्त, आई. टी. को इस आशय से कि वे इसे वेबसाईट पर अपलोड करें ।
11. गार्ड फाइल

S.NO	NAME OF POST	PAGE NUMBER
	TEACHING POST	
1	ASSISTANT COMMISSIONER	3
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3.	VICE-PRINCIPAL	6
4.	PGT-COMPUTER SCIENCE	7
5.	PGT- HINDI/ENGLISH	8-9
6.	PGT - MATH/PHYSICS/CHEMISTRY/BIOLOGY/BIO-TECHNOLOGY/HISTORY/GEOGRAPHY/ECONOMICS/COMMERCE	10-12
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13.	SPECIAL EDUCATOR (TGT)	22-23
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15.	PRT – MUSIC	25
16.	PRIMARY TEACHER	26-27
17.	SPECIAL EDUCATOR (PRT)	28-29
	NON-TEACHING POST	
18	ADDITIONAL COMMISSIONER(ACAD)	30
19	JOINT COMMISSIONER (ADMN)	31
20	JOINT COMMISSIONER (FINANCE)	32-33
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24	DEPUTY COMMISSIONER(ADMN)	38
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26	ASSISTANT COMMISSIONER (ADMN)	40
27	ASSISTANT COMMISSIONER (FINANCE)	41
28	EXECUTIVE ENGINEER	42
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33	ASSISTANT EDITOR	48
34	SENIOR TRANSLATOR	49-50
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41	SENIOR SECRETARIAT ASSISTANT	58
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Recruitment Rules for the post of Assistant Commissioner

S. No.	Details	Recruitment Rule
1.	Name of the Post	Assistant Commissioner
2.	No. of post(s)	81
3.	Classification	Equivalent to Group 'A'
4.	Level in the Pay Matrix	Level 12 (Rs 78800 to Rs 209200)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not exceeding 50 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/ OBC/ PwBD /Ex-Servicemen as applicable under the Govt. of India/KVS rules issued from time to time would be applicable.
7.	Educational and other qualifications required for direct recruits	**Essential:** i. Master's Degree from recognized university with 50% marks. AND Bachelor Degree in Education (B.Ed) from NCTE Recognized Institute/University with atleast 50% marks OR Three-year integrated B.Ed.-M.Ed from NCTE Recognized Institute/University with atleast 50% marks. ii. Working as Principal in the Pay Level 12 (Rs 78800 to Rs 209200) for at least 03 years in Central/State/Autonomous Organizations of Central Govt./State Govt.. iii. Knowledge of computer applications. iv. Working knowledge of Hindi and English
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	No
9.	Period of probation, if any	Two years for direct recruits
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	50% by Promotion 50% by Direct Recruitment
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	Promotion Principal with at least 05 years of regular service in the grade.
12.	If a Departmental Promotion Committee exists, what is its composition.	Commissioner, KVS - Chairman Addl. Commissioner(Admn.), KVS – Member Addl. Commissioner(Acad.), KVS - Member Joint Commissioner, KVS - Member Representative of SC/ST- To be nominated by Chairman

Deepam

Recruitment Rules for the post of Principal

S. No.	Details	Recruitment Rule
1.	Name of the Post	Principal
2.	No. of post(s)	*1184 Workload after finalization of sections annually subject to variation due to opening of new KV and constitutional growth.
3.	Classification	Equivalent to Group 'A'
4.	Level in the Pay Matrix	Level 12 (Rs 78800 to Rs 209200)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Minimum 35 and Maximum 50 years. 05 years age relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/ OBC/ PwBD/ Ex-Servicemen as applicable under the Govt. of India/KVS Rules issued from time to time would be applicable.
7.	Educational and other qualifications required for direct recruits	**Essential:** i) Master's Degree with at least 50% marks from Recognized University. ii) Bachelor Degree in Education (B.Ed.) with atleast 50% marks from NCTE Recognized Institute/University. OR Three-year integrated B.Ed.-M.Ed. with atleast 50% marks from any NCTE recognized institution. OR Four years integrated degree with at least 50% marks from NCTE recognized Institution including B.Ed. component (50% marks). iii) Working as Principal in Pay Level 12 (Rs 78800 to Rs 209200) in Central/ State Govt./ Autonomous organizations of Central/ State Govt.; OR Working as Vice-Principal for 3 years' in the Pay Level 10 (Rs 56100 to Rs 177500) in Central/ State Govt./ Autonomous organizations of Central/ State Govt. OR 12 years' regular service as PGT/Lecturer in the Pay Level 8 (Rs 47600 to Rs 151100) in Central/ State Govt./ Autonomous organizations of Central/ State Govt.. iv) Knowledge of Computer Applications. v) Working knowledge of Hindi and English

8	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	For age limit it will apply.
9	Period of probation, if any	Two years for direct recruits
10	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	50% by Limited Departmental Examination (Qualifying cum Seniority Basis). 50% by Direct Recruitment
11	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**Limited Departmental Examination:** Vice Principal with at least 03 years of regular service in the grade in KVS.
12	If a Departmental Promotion Committee exists, what is its composition	Not Applicable

Deepak

Recruitment Rules for the post of Vice – Principal/ Assistant Education Officer

S. No.	Details	Recruitment Rule
1.	Name of the Post	Vice-Principal/ Asst. Education Officer
2.	No. of post(s)	*524 Workload after finalization of sections annually subject to variation due to opening of new KV and constitutional growth.
3.	Classification	Equivalent to Group 'A'
4.	Level in the Pay Matrix	Level 10 (Rs 56100 to Rs 177500)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Minimum 35 and maximum 45 years. 05 years age relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/OBC/ PwBD/Ex-Servicemen as applicable under the Govt. of India/KVS Rules issued from time to time would be applicable.
7.	Educational and other qualifications required for direct recruits	**Essential:** i. Master Degree with at least 50% marks in aggregate from recognized university. ii. Bachelor Degree in Education (B.Ed.) with atleast 50% marks from NCTE Recognized Institute/University **OR** Three-year integrated B.Ed.-M.Ed with atleast 50% marks from any NCTE recognized Institute/University **OR** Four years Integrated degree with at least 50% marks from NCTE recognized Institution including B.Ed. component (50% marks). iii. Working as Vice Principal in Central/ State Govt. / Autonomous organizations of Central/ State Govt. in the Pay Level 10 (Rs 56100 to Rs 177500) **OR** Working as PGT or Lecturer in Central/ State Govt./ Autonomous organizations of Central/ State Govt. in the Pay Level 8 (Rs 47600 to Rs 151100) for at least 06 years iv. Knowledge of Computer Applications. v. Working knowledge of Hindi and English
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	No
9.	Period of probation, if any	Two years (Direct Recruits, Promotees, LDE)
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	25% by Promotion 50% by Limited Departmental Examination. (Qualifying cum Seniority Basis) 25% by Direct Recruitment
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**Promotion:** From amongst PGTs serving in Kendriya Vidyalaya Sangathan with 05 years' regular service in the grade. (Masters' Degree and B.Ed. with at least 50% marks in case of PGT Computer Science.) **Limited Departmental Exam:** From amongst PGTs serving in Kendriya Vidyalaya Sangathan with 05 years regular service in KVS in the grade. (Masters' Degree and B.Ed. with at least 50% marks too in case of PGT Computer Science.)
12.	If a Departmental Promotion Committee exists, what is its composition	Addl. Commissioner (Admn./Acad.) - Chairman Joint Commissioner (Acad) – Member Joint Commissioner (Admn) – Member Representative of SC/ST- To be nominated by Chairman

Recruitment Rules for the post of Post Graduate Teacher (Computer Science)

S. No.	Details	Recruitment Rule
1.	Name of the Post	Post Graduate Teacher (Computer Science)
2.	No. of post(s)	1196 (2024-25) which is subject to variation depending on workload. *. Workload after finalization of sections annually subject to variation due to opening of new KV and consequential growth
3.	Classification	Equivalent to Group 'B'
4.	Level in the Pay Matrix	Level 8 (₹47600 to ₹151100) - Entry Scale Level 10 (₹56100 to ₹177500)- Senior Scale Level 11 (₹67700 to ₹208700)- Selection Scale
5.	Whether selection post or non-selection post	Not Applicable
6.	Age limit for direct recruits	Not exceeding 40 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/OBC/PwBD/Ex-Servicemen and female candidates as applicable under the Govt. of India/KVS rules issued from time to time would be applicable.
7	Educational and other qualifications required for direct recruits	**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.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	Two years for direct recruits
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment
11	In case of recruitment by promotion/ by deputation/absorption, grades from which promotion/deputation/ absorption is to be made	Not Applicable
12.	If a Departmental Promotion Committee exists, what is its composition	NA

Deepti

Recruitment Rules for the post of Post Graduate Teacher (Hindi / English)

<table>
<tr><th>S. No.</th><th>Details</th><th>Recruitment Rule</th></tr>
<tr><td>1.</td><td>Name of the Post</td><td>Post Graduate Teacher - Hindi / English</td></tr>
<tr><td>2.</td><td>No. of post(s)</td><td>PGT(Hindi) – 1167 (2024-25)
PGT(Eng) - 1311(2024-25)
which is subject to variation depending on workload.
* Workload after finalization of sections annually subject to variation due to opening of new KV and consequential growth.</td></tr>
<tr><td>3.</td><td>Classification</td><td>Equivalent to Group 'B'</td></tr>
<tr><td>4.</td><td>Level in the Pay Matrix</td><td>Level 8 (₹47600 to ₹151100) - Entry Scale
Level 10 (₹56100 to ₹177500)- Senior Scale
Level 11 (₹67700 to ₹208700)- Selection Scale</td></tr>
<tr><td>5</td><td>Whether selection post or non-selection post</td><td>Selection</td></tr>
<tr><td>6.</td><td>Age limit for direct recruits</td><td>Not exceeding 40 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ ST/ OBC/ PwBD/ Ex-Servicemen and female candidates as applicable under the Govt. of India/KVS rules issued from time to time would be applicable.</td></tr>
<tr><td>7.</td><td>Educational and other qualifications required for direct recruits</td><td>Essential:

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

OR

Master Degree from a recognized University with at least 50% marks in aggregate in the following subjects:

<table>
<tr><th>S. No.</th><th>Post</th><th>Masters Degree in the Subject</th></tr>
<tr><td>(i)</td><td>PGT (English)</td><td>English

Provided the candidate has studied concerned subject at Graduation level also</td></tr>
<tr><td>(ii)</td><td>PGT (Hindi)</td><td>Hindi

Provided the candidate has studied concerned subject at Graduation level also</td></tr>
</table>
AND

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

OR</td></tr>
</table>

Degrees

<table>
<tr><td></td><td></td><td>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 University including B.Ed. component.

(c) Proficiency in teaching in Hindi and English medium

DESIRABLE QUALIFICATIONS

(a) Experience as TGT in the recognized institutions in concerned subject.

(b) Experience of working in a school.

(c) Knowledge of Computer application.</td></tr>
<tr><td>8</td><td>Whether age and educational qualifications prescribed for direct recruits will apply to the promotees</td><td>Age – No
Educational Qualifications – Yes</td></tr>
<tr><td>9</td><td>Period of probation, if any</td><td>Two years for direct recruits</td></tr>
<tr><td>10</td><td>Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the
vacancies to be filled by various methods</td><td>33.33 % by Limited Departmental Examination, (Qualifying Cum Seniority Basis) and
66.67% by Direct Recruitment</td></tr>
<tr><td>11</td><td>In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/deputation/ absorption is to be made</td><td>Limited Departmental Examination:

From amongst TGTs who have rendered at least 03 years' of regular service in the grade and possess qualifications as prescribed for direct recruitment of PGT as per the following feeder posts:

<table>
<tr><td>Promotional post</td><td>Feeder post</td></tr>
<tr><td>PGT (Hindi)</td><td>TGT(Hindi)/ TGT (Sanskrit)</td></tr>
<tr><td>PGT (English)</td><td>TGT (English)</td></tr>
</table>
</td></tr>
<tr><td>12</td><td>If a Departmental Promotion Committee exists, what is its composition</td><td>Not Applicable</td></tr>
</table>

Deepika

Recruitment Rules for the post of Post Graduate Teacher
(Maths/Physics/Chemistry/Biology/Bio-Technology/History/Geography/Economics/Commerce.)

<table>
<tr><th>S. No.</th><th>Details</th><th>Recruitment Rule</th></tr>
<tr><td>1.</td><td>Name of the Post</td><td>Post Graduate Teacher
Math's, Physics, Chemistry, Biology, Bio-Technology, History, Geography, Economics, Commerce.</td></tr>
<tr><td>2</td><td>No. of post(s)</td><td>(2024-25)
PGT(Maths) – 1323, PGT(Physics) – 1402, PGT(Chemistry)- 1403
PGT(Biology) – 1113, PGT (History) – 463, PGT(Geo) – 466
PGT(Economics) – 873, PGT(Commerce)- 739, PGT (Bio-Technology)-29
which is subject to variation depending on workload.
* Workload after finalization of sections annually subject to variation due to opening of new KV and consequential growth.</td></tr>
<tr><td>3.</td><td>Classification</td><td>Equivalent to Group B</td></tr>
<tr><td>4</td><td>Level in the Pay Matrix</td><td>Level 8 (₹47600 to ₹151100) - Entry Scale
Level 10 (₹56100 to ₹177500)- Senior Scale
Level 11 (₹67700 to ₹208700)- Selection Scale</td></tr>
<tr><td>5</td><td>Whether selection post or non-selection post</td><td>Selection</td></tr>
<tr><td>6.</td><td>Age limit for direct recruits</td><td>Not exceeding 40 years.05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/OBC/PwBD/Ex-Servicemen and female candidates as applicable under the Govt. of India/KVS rules issued from time to time would be applicable.</td></tr>
<tr><td>7.</td><td>Educational and other qualifications required for direct recruits</td><td>Essential:

Integrated Post Graduate Course from NCTE recognized university in the concerned subject with at least 50% marks in aggregate including B. Ed. component.

OR
Master Degree from a recognized University with at least 50% marks in aggregate in the following subjects:
<table>
<tr><th>S. No.</th><th>Post</th><th>Masters Degree</th></tr>
<tr><td>(i)</td><td>PGT (Physics)</td><td>In Concerned subject or any specialization in concerned subject.
Provided the candidate has studied concerned subject at Graduation level also</td></tr>
<tr><td>(ii)</td><td>PGT (Chemistry)</td><td>In Concerned subject or any specialization in concerned subject

Provided the candidate has studied concerned subject at Graduation level also</td></tr>
<tr><td>(iii)</td><td>PGT (Maths)</td><td>In Concerned subject or any specialization in concerned subject.</td></tr>
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				Provided the candidate has studied concerned subject at Graduation level also
		(iv)	PGT (Economics)	In Concerned subject or any specialization in concerned subject. Provided the candidate has studied concerned subject at Graduation level also
		(v)	PGT (Biology)	In Biological Science/Life Science or any specialization in concerned subject. Provided the candidate has studied concerned subject at Graduation level also
		(vi)	PGT (History)	In Concerned subject or any specialization in concerned subject. Provided the candidate has studied concerned subject at Graduation level also
		(vii)	PGT (Geography)	In Concerned subject or any specialization in concerned subject. Provided the candidate has studied concerned subject at Graduation level also
		(viii)	PGT (Commerce)	Master's Degree in Commerce. Holders of Degree of M.Com in Applied /Business Economics shall not be eligible
		(ix)	PGT (Bio-Technology)	Master's Degree in Bio-Technology/Microbiology/ Bio-Chemistry/Life Science/Bio-Science/Genetics
				AND 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**

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<table>
<tr><td></td><td></td><td>Four years Integrated degree with at least 50% marks from NCTE recognized University including B.Ed. component

(c) Proficiency in teaching in Hindi and English medium

DESIRABLE QUALIFICATIONS

(a) Experience as TGT in the recognized institutions in concerned subject.

(b) Experience of working in a school.

(c) Knowledge of Computer application</td></tr>
<tr><td>8.</td><td>Whether age and educational qualifications prescribed for direct recruits will apply to the promotees</td><td>Age-No
Educational Qualifications - Yes</td></tr>
<tr><td>9.</td><td>Period of probation, if any</td><td>Two years for direct recruits</td></tr>
<tr><td>10.</td><td>Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods</td><td>100% by Direct recruitment in case of PGT (Commerce), and PGT (Bio-technology)
For all other subjects:
66.67% by Direct Recruitment and
33.33% by Limited Departmental Examination. (Qualifying Cum Seniority Basis)</td></tr>
<tr><td>11.</td><td>In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/deputation/ absorption is to be made</td><td>Limited Departmental Examination:

From amongst TGTs who have rendered at least <u>03 years' of regular</u> service in the grade and possess qualifications as prescribed for direct recruitment of PGT as per the following feeder posts:

<table>
<tr><td>Promotional post</td><td>Feeder post</td></tr>
<tr><td>PGT (Math/Physics./ Chem.)</td><td>TGT (Math)</td></tr>
<tr><td>PGT (Biology/ Chem.)</td><td>TGT (Science)</td></tr>
<tr><td>PGT (History/ Geography/ Economics)</td><td>TGT (S.St.)</td></tr>
</table>
</td></tr>
<tr><td>12.</td><td>If a Departmental Promotion Committee exists, what is its composition</td><td>Not Applicable</td></tr>
</table>

Recruitment Rules for the post of Trained Graduate Teacher- Language (Hindi/Sanskrit/English)

S. No	Details	Recruitment Rule
1.	Name of the Post	Trained Graduate Teacher – Language (Hindi/ Sanskrit/ English)
2.	No. of post(s)	TGT(Hindi): 2264, TGT(Sanskrit):1503, TGT(English): 2767 (2024-25) which is subject to variation depending on workload *. Workload after finalization of sections annually subject to variation due to opening of new KV and consequential growth.
3.	Classification	Equivalent to Group 'B'
4.	Level in the Pay Matrix	Level 7 (₹ 44900 to ₹ 142400) - Entry Scale Level 08 (₹ 47600 to ₹ 151100)- Senior Scale Level 10 (₹ 56100 to ₹ 177500)- Selection Scale
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not exceeding 35 years. 05 years relaxation in upper age limit in case of employees of KVS Age relaxation for SC/ ST/ OBC/ PwBD/ Ex-Servicemen and female candidates as applicable under the Govt. of India/KVS rules issued from time to time would be applicable.
7	Educational and other qualifications required for direct recruits	**Essential Qualification** (A) Four years integrated degree course from NCTE recognized university with at least 50% marks in the concerned subject as well as in the aggregate including B. Ed. Component. **OR** Bachelors / Honours Degree from a recognized university with at least 50% marks in concerned subject combination of subjects and also in aggregate with B.Ed Degree from NCTE recognized Institution/University with at least 50% marks/ three-year integrated B.Ed - M.Ed from NCTE recognized institution with atleast 50% marks **OR** **Graduation in concerned subject with at least 50% marks and 1-year B.Ed. (Special Education) from Rehabilitation Council of India (RCI) with atleast 50% marks. **OR** Post Graduate in concerned subject with a minimum 55% marks or equivalent grade and three-year integrated B.Ed.-M.Ed from NCTE recognised institution with atleast 50% marks. (B) Qualified in the Central Teacher Eligibility Test (Paper-II) conducted by the Government of India. (C) Competence to teach through English & Hindi languages.

		Note: Post wise Languages are as under: a) For TGT (Hindi) :Studied Hindi as an Elective/Main subject in atleast 03 years/ 05 semester of the course. b) For TGT (English):Studied English as an Elective/Main subject in atleast 03 years/ 06 semester of the course **c)**For TGT (Sanskrit): Sanskrit as an Elective/Main subject in atleast 03 years/ 05 semester of the course. **** Training to be undergone- A Person** With B.Ed. (Special Education) qualifications shall undergo, after appointment an NCTE recognition 6-month Special Programme in Elementary Education. **Desirable Qualification:** 1. Experience of working in a school. 2. Knowledge of Computer applications.
8	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Age – No Educational Qualifications – Yes *The condition of possessing CTET (Paper –II) is also applicable to LDE as per NCTE guidelines.*
9	Period of probation, if any	Two years for direct recruits
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	33.33% by Limited Departmental Examination (Qualifying Cum Seniority Basis) 66.67% by Direct Recruitment For TGT (Sanskrit) – 100% by Direct Recruitment
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/deputation/ absorption is to be made	**Limited Departmental Examination:** From amongst PRTs having 05 years' regular service as PRT and with qualification as prescribed for direct recruits of TGT.
12.	If a Departmental Promotion Committee exists, what is the composition	Not Applicable

Recruitment Rules for the post of Trained Graduate Teacher (Maths/ Science/ Social Science)

S. No.	Details	Recruitment Rule
1.	Name of the Post	Trained Graduate Teacher – (Math's,Science, Social Studies)
2.	No. of post(s)	TGT(Math's) 2795, TGT(Science):1859, TGT (Social Science): 2367 (2024-25) which is subject to variation depending on workload. *. Workload after finalization of sections annually subject to variation due to opening of new KV and consequential growth.
3.	Classification	Equivalent to Group 'B'
4.	Level in the Pay Matrix	Level 7 (₹44900 to ₹142400) - Entry Scale Level 08 (₹47600 to ₹151100)- Senior Scale Level 10 (₹56100 to ₹177500)- Selection Scale
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not exceeding 35 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/OBC/PwBD/Ex-Servicemen and female candidates as applicable under the Govt. of India/KVS rules issued from time to time would be applicable
7.	Educational and other qualifications required for direct recruits	**Essential:** (A) Four years integrated degree course from NCTE recognized university with at least 50% marks in the concerned subject as well as in the aggregate including B Ed component **OR** Bachelors / Honours Degree from a recognized university with at least 50% marks in concerned subject, combination of subjects and also in aggregate **And** 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 **One year B.Ed. (Special Education) from Rehabilitation Council of India (RCI) with at least 50% marks (B) Qualified in the Central Teacher Eligibility Test (Paper-II) conducted by the Government of India (C) Competence to teach through English & Hindi languages.

**** Training to be undergone- A Person**
With B.Ed (Special Education) qualifications shall undergo, after appointment an NCTE recognition 6-month Special Programme in Elementary Education.

Note: Post wise elective subjects in the combination of subjects are as under:

For TGT (Maths) -

(i) The candidates should have studied :

- Mathematics as Elective / Main subject in at least 03 years/ 06 semester of course
- Physics at least 01 year / any 02 semesters of the course
- One out of Chemistry, Electronics, Computer Science, Statistics at least 01 year /any 02 semesters of the course.

The candidates who studied under Choice Based Credit System(CBCS) with the above subjects are also eligible to apply.

(ii) Candidates with B.Sc. (Hons.) in Physics or Chemistry are not eligible for the post of TGT (Maths).

For TGT (Science)-

Candidates should have studied Biology/Life Science/Botany/Zoology as Hons/Main Subject in atleast 03 years/ 06 semester of course with following combination of subjects for at least one year or any 2 semester of the course

Main Subject	Subsidiary Subjects
Biology/Life Science	(i) Chemistry (ii) Botany/ Zoology
Botany	(i) Chemistry (ii) Zoology
Zoology	(i) Chemistry (ii)Botany

The candidates who studied under Choice Based Credit System (CBCS) with the above subjects are also eligible to apply.

For TGT (Social Studies):.

Studied any two subjects out of History, Geography, Economics and Political Science during graduation out of which one must be either History or Geography in at least 03 years/ 06 semester of course as an Elective/Main Subject and the second subject for at least one year / any two semesters of the course.

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		The candidates who studied under Choice Based Credit System (CBCS) with the above subjects are also eligible to apply. **Desirable Qualification:** 1. Experience of working in a school. 2. Knowledge of Computer applications.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Age – No Educational Qualifications – Yes. *The condition of possessing CTET (Paper –II) is also applicable to LDE as per NCTE guidelines.*
9.	Period of probation, if any	Two years for direct recruits
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	33.33% by Limited Departmental Examination. (Qualifying Cum Seniority Basis) 66.67 % by Direct Recruitment
11.	In case of recruitment by promotion/ by deputation/absorption, grades from which promotion/deputation/ absorption is to be made	**Limited Departmental Examination** From amongst PRTs having 05 years of regular service as PRT and with qualifications prescribed for direct recruits of TGT.
12.	If a Departmental Promotion Committee exists, what is the composition	Not Applicable

Recruitment Rules for the post of Trained Graduate Teacher (Art Education)

S. No.	Details	Recruitment Rule
1.	Name of the Post	TGT (Art Education)
2.	No. of post(s)	1298 (2024-25) which is subject to variation depending on workload *. Workload after finalization of sections annually subject to variation due to opening of new KV and consequential growth.
3.	Classification	Equivalent to Group 'B'
4.	Level in the Pay Matrix	Level 7 (₹44900 to ₹142400) - Entry Scale Level 08 (₹47600 to ₹151100)- Senior Scale Level 10 (₹56100 to ₹177500)- Selection Scale
5.	Whether selection post or non-selection post	Not Applicable
6.	Age limit for direct recruits	Not exceeding 35 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ ST/ OBC/ PwBD/Ex-Servicemen and female candidates as applicable under Govt. of India/KVS rules issued from time to time would be applicable.
7.	Educational and other qualifications required for direct recruits	**Essential:** (i) Bachelor's degree in Drawing and Painting / Sculpture / Graphic Art / Fine Arts from a recognized University with at least 50% marks provided that the candidates should have studied Drawing and Painting as Main subject in all the years of Degree (ii) B.Ed. Degree with atleast 50% from NCTE recognized Institution / University **Desirable:** (i) Working knowledge of English and Hindi / other Regional Language. (ii) Experience of Working in a School (iii) Working knowledge of computers
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	Two Years for direct recruits
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	100% by direct recruitment.
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	Not Applicable
12.	If a Departmental Promotion Committee exists, what is its composition	Not Applicable

Recruitment Rules for the post of Trained Graduate Teacher (Work Experience)

S. No.	Details	Recruitment Rule
1.	Name of the Post	TGT (Work Experience)
2.	No. of post(s)	1315 (2024-25) which is subject to variation depending on workload. * Workload after finalization of sections annually subject to variation due to opening of new KV and consequential growth.
3.	Classification	Equivalent to Group 'B'
4.	Level in the Pay Matrix	Level 7 (₹44900 to ₹142400) - Entry Scale Level 08 (₹47600 to ₹151100)- Senior Scale Level 10 (₹56100 to ₹177500)- Selection Scale
5.	Whether selection post or non-selection post	Not Applicable
6.	Age limit for direct recruits	Not exceeding 35 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/ OBC/PwBD/Ex-Servicemen and female candidates as applicable under Govt. of India/KVS rules issued from time to time would be applicable
7.	Educational and other qualifications required for direct recruits	**Essential:** i) Bachelors Degree in Electrical Engineering/ Electronics Engineering/Electronics & Communication Engineering from a recognized Institution/University with atleast 50% marks. ii) B.Ed. Degree with atleast 50% marks from NCTE recognized Institution / University. iii) Proficiency to teach through Hindi and English. iv) Knowledge of Computer Applications. **Desirable:** One year practical experience in a recognized workshop/ institution/factory.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	Two Years for direct recruits
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	100% by direct recruitment.
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	Not Applicable
12.	If a Departmental Promotion Committee exists, what is its composition	Not Applicable

Recruitment Rules for the post of Trained Graduate Teacher (P&HE)

S. No.	Details	Recruitment Rule
1.	Name of the Post	TGT (P&HE)
2.	No. of post(s)	1315 (2024-25) which is subject to variation depending on workload *. Workload after finalization of sections annually subject to variation due to opening of new KV and consequential growth
3.	Classification	Equivalent to Group 'B'
4.	Level in the Pay Matrix	Level 7 (₹44900 to ₹142400) - Entry Scale Level 08 (₹47600 to ₹151100)- Senior Scale Level 10 (₹56100 to ₹177500)- Selection Scale
5.	Whether selection post or non-selection post	Not Applicable
6.	Age limit for direct recruits	Not exceeding 35 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ ST/ OBC/ PwBD/ Ex-Servicemen and female candidates as applicable under Govt. of India/KVS rules issued from time to time would be applicable.
7.	Educational and other qualifications required for direct recruits	**Essential:** Four year integrated course / Bachelor's Degree in Physical Education/ Bachelor of Physical Education and Sports offered by NCTE recognized Institution / University with at least 50% marks **OR** Graduation from a recognized university and B.P.Ed offered by NCTE recognized institution / University with at least 50% marks in Graduation and B.P.Ed separately. **Desirable:** i) Represented at least State at National Level in any of the Sports/Games recognized by Sports Authority of India (SAI)/the concerned federation. ii) Working knowledge of English and Hindi / other Regional Language iii) Experience of working in a school. iv) Diploma from National Institution of Sports
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	Two Years for direct recruits
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	100% by direct recruitment.
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	Not Applicable
12.	If a Departmental Promotion Committee exists, what is its composition	Not Applicable

Recruitment Rules for the post of Librarian

S. No.	Details	Recruitment Rule
1.	Name of the Post	Librarian
2.	No. of post(s)	1321 (2024-25) which is subject to variation depending on workload. * Workload after finalization of sections annually subject to variation due to opening of new KV and consequential growth.
3.	Classification	Equivalent to Group 'B'
4.	Level in the Pay Matrix	Level 7 (₹ 44900 to ₹ 142400) - Entry Scale Level 08 (₹ 47600 to ₹ 151100)- Senior Scale Level 10 (₹ 56100 to ₹ 177500)- Selection Scale
5.	Whether selection post or non-selection post	Not Applicable
6.	Age limit for direct recruits	Not exceeding 35 years. 05 years relaxation in upper age limit in case of employees of KVS .Age relaxation for SC/ST/ OBC/PwBD/Ex-Servicemen and female candidates as applicable under Govt. of India/KVS rules issued from time to time would be applicable
7.	Educational and other qualifications required for direct recruits	**Essential:** 1. Bachelor's Degree in Library Science from a recognized University with at least 50% marks OR Bachelor Degree in Library & Information Science from recognized University with at least 50% marks 2. Knowledge of Computer Applications. 3. Working knowledge of Hindi and English
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	Two Years for direct recruits
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	100% by direct recruitment.
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	Not Applicable
12.	If a Departmental Promotion Committee exists, what is its composition	Not Applicable

Recruitment Rules for the post of Special Educator (TGT)

S. No.	Details	Recruitment Rule
1.	Name of the Post	Special Educator (TGT)
2.	No. of Posts	493 (Subject to variation depending upon the workload)
3.	Classification	Group 'B'
4.	Scale of Pay	Level 7 (₹44900 to ₹142400) - Entry Scale Level 08 (₹47600 to ₹151100)- Senior Scale Level 10 (₹56100 to ₹177500)- Selection Scale (In the matrix as per 7th CPC)
5.	Whether Selection post or non-selection post	Selection Post
6.	Age Limit for Direct Recruitment	Not exceeding 35 years. 05 years relaxation in upper age limit in case of employees of KVS .Age relaxation for SC/ST/ OBC/PwBD/Ex-Servicemen and female candidates as applicable under Govt. of India/KVS rules issued from time to time would be applicable.
7.	Education and Other Qualification required for the Direct Recruits	**Essential Qualification:** 1. Graduation Degree from a recognized University/Institute with minimum 50% Marks 2. Any of the following from recognized university/institute: B.Ed (Special Education) with atleast 50% marks; OR B.Ed (General) with atleast 50% marks alongwith one year Diploma in Special Edufcation; OR B.Ed (General) with atleast 50% marks alongwith two years Diploma in Special Education; OR B.Ed (General) with atleast 50% marks alongwith Post Graduate Professional Diploma in Special Education (PGPD); OR B.Ed Special Education with atleast 50% marks and Post graduate professional Certificate in Special Education (PGPC); OR PG Diploma in Special Education (Mental Retardation); OR PG Diploma in Special Education (Multiple Disability: Physical and Neurological); OR PG Diploma in Special Education (Locomotor impairment and Cerebral Palsy); OR Secondary Level Teacher Trainng Course in Visual Impairment; OR Senior Diploma in Teaching the Deaf; OR BA B.Ed with atleast 50% marks in Visual Impairment. OR

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		Any other equivalent qualification approved by RCI **3.** Qualified in Central Teacher Eligibility Test (CTET) (Elementary Stage) conducted by Central Board of Secondary Education (CBSE). Relaxation up to 5 percent in the qualifying marks shall be allowed to the candidates belonging to reserved categories such as SC/ST/OBC/PwBD in CTET. **4.** Registration with Rehabilitation Council of India (RCI) with valid CRR number. 5. Proficiency to teach in Hindi and English. Note:1 BA B.Ed. in Visual Impairment being integrated course of graduation and B.Ed. Special Education, separate graduation is not required in the case of candidate Desirable: Knowledge of Computer Applications
8.	Period of Probation	2 Years
9.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment.
10.	In case of recruitment by promotion or by deputation/transfer, grades from which promotion/deputation/ transfer is to be made	Not Applicable
11.	If a DPC exist what is the composition	Not Applicable
12.	Scope of Work	To cater the educational need of CwSN from Class VI onwards in the Vidyalaya by providing individualised support and assistance.

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Recruitment Rules for the post of Head Master

S. No.	Details	Recruitment Rule
1.	Name of the Post	Head Master
2.	No. of post(s)	802 (2024-25) which is subject to variation depending on workload. *. Workload after finalization of sections annually subject to variation due to opening of new KV and consequential growth.
3.	Classification	Equivalent to Group 'B'
4.	Level in the Pay Matrix	Level 7 (₹44900 to ₹142400) - Entry Scale Level 08 (₹47600 to ₹151100)- Senior Scale Level 10 (₹56100 to ₹177500)- Selection Scale
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	66.67% by promotion. 33.33% by Limited Departmental Examination. (Qualifying Cum Seniority Basis)
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**Promotion:** From amongst Primary Teachers serving in KendriyaVidyalayas who have rendered at least Five years' regular service as PRT. **Limited Departmental Examination:** Primary Teachers who have rendered at least Five years of regular service. The condition of possessing CTET (Paper –I) is also applicable to LDE/Promotion as per NCTE guidelines. Min age: 35 years
12.	If a Departmental Promotion Committee exists, what is its composition	Joint Commissioner - Chairman Deputy Commissioner - Member Asst. Commissioner - Member

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Recruitment Rules for the post of Primary Teacher (Music)

S. No.	Details	Recruitment Rule
1.	Name of the post	Primary Teacher (Music)
2.	No. of post(s)	1327 (2024-25) which is subject to variation depending on workload. *. Workload after finalization of sections annually subject to variation due to opening of new KV and consequential growth.
3.	Classification	Equivalent to Group B
4.	Level in the Pay Matrix	Level-6 (₹35400 to ₹112400) Entry scale Level-7 (₹44900 to ₹142400) Senior Scale Level-8 (₹47600to ₹151100) Selection Scale
5.	Whether selection post or non-selection post	Not Applicable
6.	Age limit for direct recruits	Not exceeding 30 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/OBC/ PwBD/ Ex-Servicemen and female candidates as applicable under the Govt. of India/KVS rules issued from time to time would be applicable.
7.	Educational and other qualifications required for direct recruits	**Essential :** i) Senior Secondary/Higher Secondary/Intermediate (CLASS XII) with 50% marks from recognized board. AND Bachelors Degree in Music/Performing Arts from a recognized Institution/ University, provided that music subject is studied in all the years of degree as main subject. i) Working knowledge of Hindi & English **Note:** Candidates having diploma in music is not eligible for the post. **Desirable** Knowledge of Computer applications
8.	Whether age and educational qualifications prescribed for direct recruits will apply to promotees.	Not Applicable
9.	Period of probation, if any.	Two years for direct recruits
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	100% by direct recruitment.
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/deputation/absorption is to be made.	Not Applicable
12.	If a Departmental Promotion Committee exists, what is its composition	Not Applicable

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Recruitment Rules for the post of Primary Teacher

S. No.	Details	Recruitment Rule
1	Name of the post	Primary Teacher
2	No. of post(s)	16182 (2024-25) which is subject to variation depending on workload *. Workload after finalization of sections annually subject to variation due to opening of new KV and consequential growth
3	Classification	Equivalent to Group B
4	Level in the Pay Matrix	Level-6 (₹ 35400 to ₹ 112400) Entry scale Level-7 (₹ 44900 to ₹ 142400) Senior Scale Level-8 (₹ 47600 to ₹ 151100) Selection Scale
5	Whether selection post or non-selection post	Not Applicable
6	Age limit for direct recruits	Not exceeding 30 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/OBC/PwBD/Ex-servicemen and female candidate as applicable under the Govt. of India/KVS rules issued from time to time would be applicable.
7	Educational and other qualifications required for direct recruits	**Essential :** (i)Senior Secondary/Higher Secondary/Intermediate (10+2) with at least 50% marks and 2-year Diploma in Elementary Education (by whatever name known) from recognized Institute/Board. **OR** Senior Secondary/Higher Secondary/Intermediate (class XII) with at least 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-years Diploma in Education (Special Education) from Rehabilitation Council of India (RCI). ii) Qualified in the Central Teacher Eligibility Test Paper-I conducted by the Govt. of India. iii)Proficiency to teach through Hindi & English medium **Desirable:** Knowledge of working on computer **** Training to be undergone- A Person** With D.Ed (Special Education) qualifications shall undergo, after appointment an NCTE recognition 6-month Special Programme in Elementary Education.
8	Whether age and educational qualifications prescribed for direct recruits will apply to promotees	Not Applicable
9	Period of probation, if any.	Two years for direct recruits
10	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	100% by direct recruitment.

11	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/deputation/absorption is to be made.	Not Applicable
12	If a Departmental Promotion Committee exists, what is its composition	Not Applicable

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Recruitment Rules for the post of Special Educator (PRT)

S. No.	Details	Recruitment Rule
1.	Name of the Post	Special Educator (PRT)
2.	No. of Posts	494 (Subject to variation depending upon the workload)
3.	Classification	Group 'B'
4.	Scale of Pay	Pay Level 6 (Rs. 35,400-1,12,400) Entry Scale Pay Level 7 (Rs. 44,900-1,42,400) Senior Scale Pay Level 8 (Rs. 47,600-1,51,100) Selection Scale (In the Pay Matrix as per 7th CPC)
5.	Whether Selection post or non-selection post	Selection Post
6.	Age Limit for Direct Recruitment	Not exceeding 30 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/ OBC/PwBD/Ex-Servicemen and female candidates as applicable under Govt. of India/KVS rules issued from time to time would be applicable.
7.	Education and Other Qualification required for the Direct Recruits	**Essential Qualification:** 1. XII Passed with minimum 50% marks in aggregate AND 2. Any of the following from recognized university/Institute: Two-year D.Ed. Special Education in any of the category of disability. OR One year Diploma in Special Education (DSE) in any of the category of disability. OR Diploma in Community Based Rehabilitation (DCBR) with 6 months Certificate course in Education of Children with Special Needs OR Post Graduate Diploma in Community Based Rehabilitation (PGDCBR) with 6 months Certificate course in Education of Children with Special Needs. OR Diploma in Multi Rehabilitation Worker (MRW) with 6 months Certificate Course in Education of Children with Special Needs. OR Junior Diploma in Teaching the Deaf or Primary level Teacher Training course in Visual Impairment. OR Diploma in Vocational Rehabilitation-Mental Retardation (DVR-MR)/Diploma in Vocational Training and Employment- Mental Retardation (DVTE-MR) with 6 months Certificate course in Education of Children with Special Needs. OR Diploma in Hearing Language and Speech (DHLS) with 6 months Certificate course in Education of Children with Special Needs.

		OR XII passed with any RCI recognized qualification of minimum one year duration and 6 months Certificate course in Education of Children with Special Needs. OR Any other equivalent qualification approved by RCI 3. Qualified in Central Teacher Eligibility Test (CTET) (Primary Stage) conducted by Central Board of Secondary Education (CBSE). Relaxation up to 5% in the qualifying marks shall be allowed to the candidates belonging to reserved categories such as SC/ST/OBC/PwBD in CTET. 4. Registration with Rehabilitation Council of India (RCI) and having valid CRR number. 5. Proficiency to teach in Hindi and English Desirable: Knowledge of Computer Applications
8.	Period of Probation	2 Years
9.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment.
10.	In case of recruitment by promotion or by deputation/transfer, grades from which promotion/deputation/ transfer is to be made	Not Applicable
11.	If a DPC exist what is the composition	Not Applicable
12.	Scope of Work	To cater the educational need of CwSN from Balvatika to Class V in the Vidyalaya by providing individualised support and assistance.

Recruitment Rules for the post of Addl. Commissioner (Acad.)

S. No.	Details	Recruitment Rule
1.	Name of the Post	Additional Commissioner (Academic)
2.	No. of post(s)	01
3.	Classification	Equivalent to Group 'A'
4.	Level in the Pay Matrix	Level 13 (Rs.123100 to Rs.215900)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	By promotion failing which by deputation
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**By Promotion:** 1. Joint Commissioner with 02 years regular service in the grade and with experience as Educationist in Academic governance. **Transfer on Deputation:** Officers of the Central/State Govt / Autonomous Bodies of Central/State Govt. 1. Holding analogous post on regular basis and possessing the following qualification 2. First Class Master Degree from recognized Institute/University. 3. Bachelor Degree in Education with atleast 50% marks from NCTE recognized Institute/University. 4. 10 years' experience as Educationist in Academic governance. **Note:** i. The maximum age limit for appointment by deputation shall be 'not exceeding 56 years' as on the closing date of receipt of application. ii. The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department shall ordinarily not exceed five years.
12.	If a Departmental Promotion Committee exists, what is its composition	Vice-Chairman, KVS - Chairman Joint Secretary, MoE - Member Commissioner, KVS— Member Representative of SC/ST- To be nominated by Chairman

Recruitment Rules for the post of Joint Commissioner (Admn.)

S. No.	Details	Recruitment Rule
1.	Name of the Post	Joint Commissioner (Admn.)
2.	No. of post(s)	01 (one)
3.	Classification	Equivalent to Group 'A'
4.	Level in the Pay Matrix	Level 13 (Rs.123100 to Rs.215900)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	Promotion, failing which by deputation.
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**Promotion:** Deputy Commissioner (Admn.) in KVS with 5 years' regular service in the grade **Deputation:-** From amongst Officer of the Central Govt./ State Govt../ Autonomous Organization of Central/State Govt. possessing the following qualifications and experience: Holding analogous posts on regular basis in educational administration; OR With 05 years' regular service in the post in Level 12 of Pay Matrix as per the 7th Pay Commission **Note:** i) The maximum age limit for appointment by deputation shall be 'not exceeding 56 years' as on the closing date of receipt of application. ii) The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department shall ordinarily not exceed five years.
12.	If a Departmental Promotion Committee exists, what is its composition	Vice-Chairman, KVS - Chairman Joint Secretary, MoE - Member Commissioner, KVS-Member Representative of SC/ST- To be nominated by Chairman

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Recruitment Rules for the post of Joint Commissioner (Finance)

S.No	Details	Recruitment Rule
1.	Name of the Post	Joint Commissioner (Finance)
2.	No. of post(s)	01
3.	Classification	Equivalent to Group 'A'
4.	Level in the Pay Matrix	Level 13 (Rs.123100 to Rs.215900)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not exceeding 50 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/OBC and other categories as applicable under the Govt. of India rules issued from time to time would be applicable.
7.	Educational and other qualifications required for direct recruits	**Essential:** i. Bachelor's Degree from recognized University with MBA (Fin.)/PGDM (Fin.)/ CA/ICWA from recognized institute ii. Holding analogous post on regular basis relating to budgetary and financial matters. OR At least 05 years' experience of dealing with Financial, Budgetory and accounts work in Level 12 of the pay Matrix of the 7th Pay Commission in Accounts Division of Central Govt. / State Govt./PSUs/ Autonomous Bodies of Central or State Govt. OR At least 10 years' experience of dealing with Financial, Budgetory and accounts work in Level 11 of the pay Matrix of the 7th Pay Commission in Accounts Division of Central Govt. / State Govt./PSUs/ Autonomous Bodies of Central or State Govt. iii. Knowledge of computer applications. iv. Working knowledge of Hindi and English.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	No
9.	Period of probation, if any	Two years for direct recruits
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	Promotion, failing which by deputation, failing which by Direct Recruitment
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**Promotion:** Deputy Commissioner (Finance) in KVS with 5 years regular service in the grade **Deputation:** Officers of the Central /State Govt./ Autonomous Bodies/ PSUs under the Central or State Govt i. Holding analogous post on regular basis dealing with accounts and financial matters. OR

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		Holding post in Level 12 of pay matrix or equivalent with 05 years' regular service in the grade; AND ii. Possessing educational qualifications and experience prescribed for direct recruitment. **Note:** i) The maximum age limit for appointment by deputation shall be 'not exceeding 56 years' as on the closing date of receipt of application. ii) The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department shall ordinarily not exceed five years.
12.	If a Departmental Promotion Committee exists, what is its composition	Vice-Chairman, KVS -Chairman Joint Secretary, MoE – Member JS/FA, MoE - Member Commissioner, KVS – Member Representative of SC/ST- To be nominated by Chairman

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Recruitment Rules for the post of Joint Commissioner (Pers./Acad./Trg.)

S. No.	Details	Recruitment Rule
1.	Name of the Post	Joint Commissioner (Pers./Acad./Trg.)
2.	No. of post(s)	03 (one each)
3.	Classification	Equivalent to Group 'A'
4.	Level in the Pay Matrix	Level 13 (Rs.123100 to Rs.215900)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	Promotion, failing which by deputation.
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**Promotion:** Deputy Commissioner in KVS with 5 years' regular service in the grade and with experience of educational administration. Deputy Commissioner (Admn.) with 05 years regular service in the grade will also be considered for the posts of Joint Commissioner (Pers.) along with other Deputy Commissioner. **Deputation:-** From amongst Officer of the Central Govt./ State Govt./ Autonomous Organization of Central/State Govt. possessing the following qualifications and experience: Holding analogous posts on regular basis in educational administration; OR With 05 years' regular service in the post in Level 12 of Pay Matrix as per the 7th Pay Commission in educational administration. Note: i. The maximum age limit for appointment by deputation shall be 'not exceeding 56 years' as on the closing date of receipt of application. ii. The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department shall ordinarily not exceed five years.
12.	If a Departmental Promotion Committee exists, what is its composition.	Vice-Chairman, KVS - Chairman Joint Secretary, MoE - Member Commissioner, KVS- Member Representative of SC/ST- To be nominated by Chairman

Recruitment Rules for the post of Superintending Engineer

S. No.	Details	Recruitment Rule
1.	Name of the Post	Superintending Engineer
2.	No. of post(s)	01
3.	Classification	Group 'A'
4.	Level in the Pay Matrix	Level 13 (Rs.123100 to Rs.215900)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not exceeding 50 Years. 05 years relaxation in upper age limit in case of employees of KVS Age relaxation for SC/ST/OBC and other categories as applicable under the Govt. of India rules issued from time to time would be applicable
7.	Educational and other qualifications required for direct recruits/deputation	1. Degree in Civil Engineering from Recognized University or equivalent. 2. 10 years regular service as Executive Engineer in Civil Engineering in Central/State/Autonomous bodies / Public Sector Undertakings.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Age no bar. However, candidate should possess degree in Civil Engineering from Recognized University or equivalent with 19 year experience in Civil Engineering of which 03 years as Executive Engineer in KVS in the Grade Pay of Rs. 6600/- OR 10 year experience as Executive Engineer in KVS.
9.	Period of probation, if any	Two years for Direct recruits
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	By promotion failing which deputation/direct recruitment which shall be decided by the Appointing Authority.
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	From Executive Engineer
12.	If a Departmental Promotion Committee exists, what is its composition	Additional Secretary (Education) /Vice-Chairman, KVS - Chairman Joint Secretary, DoSE&L, MoE – Member Commissioner, KVS - Member Representative of SC/ST- To be nominated by Chairman

Deputy

Recruitment Rules for the post of Deputy Commissioner

S. No.	Details	Recruitment Rule
1.	Name of the Post	Deputy Commissioner
2.	No. of post(s)	32
3.	Classification	Equivalent to Group 'A'
4.	Level in the Pay Matrix	Level 12 (Rs.78800 to Rs.209200)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not exceeding 50 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/ OBC/PwBD /Ex-Servicemen categories as applicable under the Govt. of India rules issued from time to time would be applicable.
7.	Educational and other qualifications required for direct recruits	**Essential:** i. Master's Degree from recognized university with atleast 50% marks ii. B.Ed from NCTE Recognized Institute/University with atleast 50% marks. OR Three-year integrated B.Ed.-M.Ed with atleast 50% marks from any NCTE recognized institution. iii. Working as Assistant Commissioner in the field of Educationist in Academic governance for minimum 3 years on regular basis, in Central Govt./State Govt./ Autonomous organizations of Central/State Govt. in the Pay Level 12 (Rs 78800 to Rs.209200) with experience in directing training programs for teachers and administrators and/or research in education. OR Working on equivalent post to Assistant Commissioner in the field of Educationist in Academic governance for minimum 3 years on regular basis, in Central Govt./State Govt./ Autonomous organizations of Central/State Govt. in the Pay Level 12 (Rs.78800 to Rs.209200) with experience in directing training programs for teachers and administrators and/or research in education. iv. Knowledge of computer applications. v. Working knowledge of Hindi and English
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	No
9.	Period of probation, if any	Two Years for direct recruits
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	50% by promotion 50% by direct recruitment
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**Promotion** Assistant Commissioner with experience as Educationist in Academic Governance and 05 years' regular service in the grade

12.	If a Departmental Promotion Committee exists, what is its composition	Vice-Chairman, KVS- Chairman Joint Secretary, MoE - Member Commissioner, KVS – Member Representative of SC/ST- To be nominated by Chairman

Recruitment Rules for the post of Deputy Commissioner (Administration)

S. No.	Details	Recruitment Rule
1.	Name of the Post	Deputy Commissioner (Admn.)
2.	No. of post(s)	01
3.	Classification	Equivalent to Group 'A'
4.	Level in the Pay Matrix	Level 12 (Rs.78800 to Rs.209200)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	Promotion, failing which by deputation
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**Promotion:** i. Bachelor's degree from recognized University. ii. Assistant Commissioner (Administration) in KVS with 05 years regular service in the grade. OR 10 years combined regular service as Administrative Officer and Assistant Commissioner (Administration) in KVS out of which two years shall be as Assistant Commissioner (Administration) in KVS. **Deputation:** Officers of the Central Govt./ State Govt./ Autonomous Bodies/ PSUs under the Central or State Govt. with experience in Administration/ Establishment matters and possessing following qualifications: i. Bachelors' Degree from recognized University; ii. Holding analogous post on regular basis; **OR** Holding post in Level 11 of pay matrix or equivalent with 05 years regular service in the grade in Administration/Establishments matters. iii. Knowledge of computer applications. iv. Working knowledge of Hindi and English. **Note**: i) The maximum age limit for appointment by deputation shall be 'not exceeding 56 years' as on the closing date of receipt of application. ii) The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department shall ordinarily not exceed five years.
12.	If a Departmental Promotion Committee exists, what is its composition.	Vice-Chairman ,KVS – Chairman FA/Joint Secretary, MoE - Member Commissioner, KVS – Member Representative of SC/ST- To be nominated by Chairman

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Recruitment Rules for the post of Deputy Commissioner (Finance)

S. No.	Details	Recruitment Rule
1.	Name of the Post	Deputy Commissioner (Finance)
2.	No. of post(s)	01
3.	Classification	Equivalent to Group 'A'
4.	Level in the Pay Matrix	Level 12 (Rs.78800 to Rs.209200)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	Not Applicable
10	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	Promotion, failing which by deputation.
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**Promotion :** i. Bachelor's Degree from recognized University. ii. /Assistant Commissioner (Finance) with 05 years regular service in KVS. **Deputation:** Officers of the Central /State Govt./Autonomous Bodies/ PSUs under the Central or State Govt. with 12 years' experience of dealing with financial, budgetary and accounts matters, and possessing the following qualifications: i. Bachelor's Degree from recognized University with MBA(Fin.)/PGDM (Fin.)/CA/ICWA from recognized institute. ii. Holding analogous post on regular basis. OR At least 05 years' of regular service in Level 11 of the pay Matrix of the 7th Pay Commission under Central Govt. / State Govt. / PSUs/ Autonomous Bodies of Central or State Govt. with experience of dealing with financial, budgetary and accounts matters. iii. Knowledge of Computer Applications iv. Working knowledge of Hindi and English. Note: i) The maximum age limit for appointment by deputation shall be not exceeding 56 years' as on the closing date of receipt of application ii) The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department shall ordinarily not exceed five years.
12.	If a Departmental Promotion Committee exists what is its composition.	Vice-Chairman, KVS -Chairman FA/Joint Secretary, MOE-Member Commissioner, KVS - Member Representative of SC/ST- To be nominated by Chairman

Recruitment Rules for the post of Assistant Commissioner (Admn.)

S. No.	Details	Recruitment Rule
1.	Name of the Post	Assistant Commissioner (Admn.)
2.	No. of post(s)	03
3.	Classification	Equivalent to Group 'A'
4.	Level in the Pay Matrix	Level 11 (Rs.67700 to Rs.208700)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	100% by promotion.
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**Promotion:** Administrative Officer in the Pay Level 10 (Rs.56100 to Rs.177500) with 05 years' regular service in the grade, failing which Administrative Officer with 8 years' combined regular service in the grade of Section Officer and Administrative Officer with at least 02 years' regular service as Administrative Officer.
12.	If a Departmental Promotion Committee exists, what is its composition	Commissioner, KVS , - Chairman Addl. Commissioner (Admn.) - Member Dir / Dy. Secretary, DoSE&L, MoE- Member Jt. Commissioner (Admn / Pers.) – Member Representative of SC/ST- To be nominated by Chairman

Recruitment Rules for the post of Assistant Commissioner (Finance)

S. No.	Details	Recruitment Rule
1.	Name of the Post	Assistant Commissioner (Finance)
2.	No. of post(s)	02
3.	Classification	Equivalent to Group 'A'
4	Level in the Pay Matrix	Level 11 (Rs.67700 to Rs.208700)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	02 Years (applicable to promotees)
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	100% by promotion
11	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**Promotion:** Finance Officers of the Sangathan with at least 09 years regular service in the grade
12.	If a Departmental Promotion Committee exists, what is its composition	Commissioner, KVS - Chairman Addl. Commissioner (Admn.) - Member Joint Commissioner (Finance) - Member DFA,MoE- Member Representative of SC/ST- To be nominated by Chairman

Recruitment Rules for the post of Executive Engineer

S. No.	Details	Recruitment Rule
1.	Name of the Post	Executive Engineer
2.	No. of post(s)	02
3.	Classification	Group 'A'
4.	Level in the Pay Matrix	Level 11 (Rs.67700 to Rs.208700)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	N.A.
7.	Educational and other qualifications required for direct recruits	N.A.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	N.A.
9.	Period of probation, if any	N.A.
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	By promotion failing which by transfer on deputation
11	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**By Promotion** On the basis of seniority-cum-fitness from amongst Assistant Engineer of the KVS with at least 07 years of regular service in the grade in the KVS **Transfer on Deputation:** 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.
12.	If a Departmental Promotion Committee exists, what is its composition	Commissioner, KVS - Chairman Addl. Comm.(Admn.),KVS - Member Joint Commissioner,KVS - Member Representative of SC/ST - Member To be nominated by Chairman

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Recruitment Rules for the post of Administrative Officer

S. No.	Details	Recruitment Rule
1.	Name of the Post	Administrative Officer
2.	No. of post(s)	25
3.	Classification	Equivalent to Group 'A'
4.	Level in the Pay Matrix	Level 10 (Rs.56100 to Rs.177500)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	45 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST and other categories as applicable under Govt. of India rules would be applicable.
7.	Educational and other qualifications required for direct recruits	i. Graduate ii. Three years' regular service as Section Officer atleast in pay level 7 (44900 to 142400) in the Central Govt./Autonomous Bodies of Central Govt. iii. Knowledge of Computer application
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	02 Years (Applicable for both Promotion & Direct Recruitment)
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	66.67% by Promotion 33.33% by Direct Recruitment
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**Promotion:** Section Officer in the pay level 7 (Rs.44900 to Rs142400) having 05 years regular service failing which ten years combined service as Section Officer in the pay level 7 (Rs. 44900 to Rs. 142400) and Assistant Section Officer/Steno Gr.I/Hindi Translator in the pay level 6 (Rs. 35400 to Rs.112400) out of which 03 Years in the grade of section Officer.
12.	If a Departmental Promotion Committee exists, what is its composition	Addl Commissioner, KVS- Chairman Dir./DS, DoSE&L, MOE - Member Jt. Commissioner (Admn/Pers) ,KVS- Member Joint Commissioner (Acad/Fin), KVS- Member Representative of SC/ST- To be nominated by Chairman

Recruitment Rules for the post of Assistant Director (Official Language)

(Vide KVS OM NO. F.6-1/2001-KVS(Admn.I)/Vol-II dated 19.02.2018, the Revised Model Recruitment Rules/Pay Scales for various Official Language (OL) cadre posts in KVS has been adopted by 96th BOG held on 28.01.2014 according to DoPT OM NO. F.AB-14017/46/2011-Estt (RR Dated 19.09.2013)

S.No.	Details	Recruitment Rule
1.	Name of the Post	Assistant Director (Official Language)
2.	No. of post(s)	01 Subject to variation
3.	Classification	Equivalent to Group 'A'
4.	Level in the Pay Matrix	Level 10 (Rs. 56100 to 177500)
5	Whether selection post or non-selection post	Selection
6	Age limit for direct recruits	35 years (Relaxable for Government servants upto 5 years in accordance with the instructions or orders issued by the Central Government.) **Note:** The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman Nicobar Islands or Lakshadweep)
7.	Educational and other qualifications required for direct recruits	**Essential** 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/AutonomousBody/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. Note 1: Qualifications are relaxable at the discretion of the U.P.S.C. in the case of candidates otherwise well qualified. Note 2: The qualification(s) regarding experience is relaxable at the discretion of the U.P.S.C. in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of , U.P.S.C. is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them. Desirable: Studied one of the languages other than Hindi included in the 8th schedule of the Constitution at 10th level from a recognized Board

8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	No
9.	Period of probation, if any	1 year for Direct Recruitment and Promotees.
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	By promotion, failing which by deputation, failing both by direct recruitment.
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**Promotion** Senior Translators in Pay Level 7 (Rs.44900 to Rs.142400) as per 7th CPC with 3 years regular service in the grade and have successfully completed the training of prescribed weeks by Rajbhasa/GoI. **Note 1**: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or 2 years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service. **Note 2**: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding pay or pay scale extended based on the recommendations of the Pay Commission. **Deputation:** 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 7th CPC and (b) Possessing the educational qualifications and experience prescribed for direct recruits under col. 7. **Note 1:** 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, the deputationists shall not be eligible for consideration for appointment by promotion. **Note 2:** Period of deputation including the period of deputation in another excadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years. The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications. **Note 3:** For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1st January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.
12.	If a Departmental Promotion Committee exists, what is its composition	Addl. Commissioner , KVS - Chairman Joint Commissioner , KVS - Member Deputy Commissioner, KVS - Member Representative of SC/ST - To be nominated by Chairman

Recruitment Rules for the post of Finance Officer

S. No.	Details	Recruitment Rule
1.	Name of the Post	Finance Officer
2.	No. of post(s)	27
3.	Classification	Equivalent to Group "B"
4.	Level in the Pay Matrix	Level 7 (Rs.44900 to Rs.142400)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not exceeding 35 years of age. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/ OBC/ PwBD/ Ex-Servicemen and other category of candidates as applicable under Govt. of India rules issued from time to time would be applicable.
7.	Educational and other qualifications required for direct recruits	i. Bachelor's degree in Commerce with 50% marks in the aggregate and at least 04 years post-qualification experience in Audit and Accounts works in Central/State Govt/Autonomous bodies of Central/State Govt in the Pay Level -6 or its equivalent. **OR** Master's Degree in Commerce with 50% marks and at least 04 years post-qualification experience in the Audit and Accounts works in Central/State Govt/Autonomous bodies of Central/State Govt in the Pay Level -6 or its equivalent. OR Bachelor's Degree with CA (Inter) or ICWA (Inter) or MBA (Finance) or PGDM (Finance) (02 years full time) with 04 years' post-qualification experience in Audit and Accounts works in Central/State Govt/Autonomous bodies of Central/State Govt in the Pay Level -6 or its equivalent (ii)Knowledge of Computer Applications. (iii)Working knowledge of Hindi and English
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	No
9.	Period of probation, if any	Two years. (Applicable for both LDCE and Direct Recruitment)
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	50% by Limited Departmental Competitive Examination 50% by Direct Recruitment.
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**Limited Departmental Competitive Examination:** 01 year's regular service as Section Officer with Bachelor Degree in Commerce from Recognized University. OR 04 years' regular service in the grade as Assistant Section Officer with the following qualification Graduate in Commerce /CA (Inter) or ICWA (Inter) or MBA (Finance) or 02 years full time PGDM (Finance)
12.	If a Departmental Promotion Committee exists, what is its composition	Not Applicable.

Recruitment Rules for the post of Assistant Engineer

S. No.	Details	Recruitment Rule
1.	Name of the Post	Assistant Engineer
2.	No. of post(s)	Four (One for Electrical Engineering and three for Civil Engineering) (Subject to variation)
3.	Classification	Group 'B'
4.	Level in the Pay Matrix	Level 7 (Rs. 44900 to Rs.142400)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not exceeding 35 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/ OBC/ PwBD/ Ex-Servicemen and other category of candidates as applicable under Govt. of India rules issued from time to time would be applicable.
7.	Educational and other qualifications required for direct recruits	Essential Qualification i. Graduate in Civil/Electrical Engineering from a recognized University. ii. 2 year experience in design and engineering in concerned branch from Govt.Deptt. /Organization /Institute.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	N.A.
9.	Period of probation, if any	Two years
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	By direct recruitment
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	N.A.
12.	If a Departmental Promotion Committee exists, what is its composition	N.A.

Deepak

Recruitment Rules for the post of Assistant Editor

S. No.	Details	Recruitment Rule
1.	Name of the Post	Assistant Editor
2.	No. of post(s)	01 Subject to variation
3.	Classification	Equivalent to Group 'B'
4.	Level in the Pay Matrix	Level 7 (Rs.44900 to Rs.142400)
5.	Whether selection post or non-selection post	Non-Selection
6.	Age limit for direct recruits	Not exceeding 35 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/OBC/PwBD/Ex-Servicemen as applicable under Govt. of India rules issued from time to time would be applicable.
7.	Educational and other qualifications required for direct recruits	**Essential :** i. Bachelor Degree from recognized University or equivalent ii. Diploma in Journalism/ Mass Communication from a recognized University/ Institution iii. 3 years' experience in print/ electronic/ digital journalism in a Govt. Deptt. or in a Newspaper/ News agency or a commercial concern of repute. iv. Knowledge of Computer Applications v. Working knowledge of Hindi and English
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorptionand percentage of the vacancies to be filled by various methods	By Direct Recruitment
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	Not Applicable
12.	If a Departmental Promotion Committee exists, what is its composition	Not Applicable

Deepen

Recruitment Rules for the post of Senior Translator

(Vide KVS OM NO. F.6-1/2001-KVS(Admn.I)/Vol-II dated 19.02.2018, the Revised Model Recruitment Rules/Pay Scales for various Official Language (OL) cadre posts in KVS has been adopted by 96th BOG held on 28.01.2014 according to DoPT OM NO. F.AB-14017/46/2011-Estt (RR))

S. No.	Details	Recruitment Rule
1.	Name of the Post	Senior Translator
2.	No. of post(s)	01 Subject to variation
3.	Classification	Equivalent to Group "B"
4.	Level in the Pay Matrix	Level-7 (Rs 44900 to Rs.142400)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	30 years Age Relaxation as per Govt. of India Rules
7.	Educational and other qualifications required for direct recruits	**Essential:** 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 a 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 the 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; AND Recognized Diploma or Certificate course in translation from Hindi to English & vice versa or three years' experience of translation work from Hindi to English and vice versa in a Central or State Government office, including Government of India Undertaking Note 1: Qualifications are relaxable at the discretion of the SSC/competent authority in the case of candidates otherwise well qualified. Note 2: The qualification(s) regarding experience is relaxable at the discretion of the SSC/Competent Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection SSC/Competent Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	No
9.	Period of probation, if any	02 years for Direct Recruits.
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	By promotion, failing which by Deputation, failing both by Direct Recruitment.

11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**Promotion** From amongst Junior Translators in Pay Level 6 (Rs 35400- Rs112400) with 5 years regular service in the grade and have successfully completed the training as prescribed by Govt of India. **Note 1:** Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or 2 years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service. **Note 2:** For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding pay or pay scale extended based on the recommendations of the Pay Commission. **Deputation** Officers from the Central/State Governments/UTs.- a. (i) holding analogous posts on regular basis in the parent cadre/department, or (ii) with 5 years regular service in the grade rendered after appointment thereto on a regular basis in posts in Pay Level 6 (Rs 35400- Rs112400); and b. Possessing the educational qualifications and other qualifications laid down for direct recruits under col. 7. Note 1: 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, the deputationists shall not be eligible for consideration for appointment by promotion. Note 2: Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years. The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications. Note 3: For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1st January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.
12.	If a Departmental Promotion Committee exists, what is its composition	Addl. Commissioner , KVS- Chairman Joint Commissioner, KVS- Member Asst. Director (Official Language), KVS – Member Representative of SC/ST- To be nominated by Chairman

Recruitment Rules for the post of Private Secretary

S. No.	Details	Recruitment Rule
1.	Name of the Post	Private Secretary
2.	No. of post(s)	03 Subject to variation.
3.	Classification	Equivalent to Group 'B'
4.	Level in the Pay Matrix	Level 7 (Rs.44900 to Rs.142400)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	100% by promotion failing which by deputation
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**Promotion:** From amongst Stenographers Grade I who have rendered at least 05 years regular service as Stenographer Grade I in KVS. **Deputation:** From amongst Stenographers in the Central/ State Govt./ Autonomous bodies in Pay level 7(Rs.44900 to Rs. 142400) or in the Pay level 6(Rs.35400 to Rs.112400) with 05 years' service as such
12	If a Departmental Promotion Committee exists, what is its composition	Addl. Commissioner , KVS - Chairman Joint Commissioner ,KVS - Member Deputy Commissioner, KVS - Member Representative of SC/ST- To be nominated by Chairman

Recruitment Rules for the post of Section Officer

S. No.	Details	Recruitment Rule
1.	Name of the Post	Section Officer
2.	No of post(s)	30 Subject to variation.
3.	Classification	Equivalent to Group 'B'
4.	Level in the Pay Matrix	Level 7 (Rs.44900 to Rs.142400)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	2 Years Probation is applicable for LDCE.
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	50% By Promotion 50% By Limited Departmental Competitive Examination (LDCE).
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/deputation/ absorption is to be made	**By Promotion:** Assistant Section Officer with 05 years regular service **Limited Departmental Competitive Examination:** Graduate with 04 years regular service as Assistant Section Officer/ Steno Gr. I/ Hindi Translator
12.	If a Departmental Promotion Committee exists, what is its composition	Joint Commissioner ,KVS - Chairman Deputy Commissioner KVS- Member Assistant Commissioner –KVS, Member Representative of SC/ST- To be nominated by Chairman

Recruitment Rules for the post of Assistant Section Officer

S. No.	Details	Recruitment Rule
1.	Name of the Post	**Assistant Section Officer**
2.	No. of post(s)	661 *. Workload after finalization of sections annually subject to variation due to opening of new KV and constitutional growth.
3	Classification	Equivalent to Group 'B'
4.	Level in the Pay Matrix	Level 6 (Rs.35400 to Rs.112400)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not exceeding 35 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/OBC/PwBD/Ex-Servicemen as applicable under the Govt. of India rules issued from time to time would be applicable.
7.	Educational and other qualifications required for direct recruits	**Essential:** i. Bachelor degree from recognized university ii. Working as UDC/SSA or equivalent on regular basis for minimum 3 years in Level 4(Rs. 25500- Rs. 81100/) in Central Govt/Autonomous Bodies of Central Govt. iii. Knowledge of Computer Applications. iv. Working knowledge of Hindi and English.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	No.
9.	Period of probation, if any	02 years (Applicable for Promotees, LDE and Direct Recruits)
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	25% By Promotion 50% Limited Departmental Examination(Qualifying cum Seniority Basis) 25% Direct Recruitment
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/deputation/ absorption is to be made	**By Promotion:** From amongst SSA of KVS who have rendered at least 5 years regular service in the aforesaid grade in KVS **Limited Departmental Exam:** SSA with 05 years' regular service in the grade in KVS.
12.	If a Departmental Promotion Committee exists, what is its composition.	1. Joint Commissioner , KVS - Chairman 2. Deputy Commissioner, KVS - Member 3. Assistant Commissioner, KVS - Member Representative of SC/ST- To be nominated by Chairman

Deepak

Recruitment Rules for the post of Junior Translator

(Vide KVS OM NO. F.6-1/2001-KVS(Admn.I)/Vol-II dated 19.02.2018, the Revised Model Recruitment Rules/Pay Scales for various Official Language (OL) cadre posts in KVS has been adopted by 96th BOG held on 28.01.2014 according to DoPT OM NO. F.AB-14017/46/2011-Estt (RR))

S. No.	Details	Recruitment Rule
1.	Name of the Post	Junior Translator
2.	No. of post(s)	27 (Subject to variation)
3.	Classification	Equivalent to Group 'B'
4.	Level in the Pay Matrix	Level 6 (Rs.35400 to Rs.112400)
5.	Whether selection post or non-selection post	Non-Selection
6.	Age limit for direct recruits	Not exceeding 30 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/OBC/PwBD/Ex-Servicemen as applicable under Govt. of India rules issued from time to time would be applicable.
7.	Educational and other qualifications required for direct recruits	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 Masters 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 a 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 the 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 degree level; AND Recognized Diploma or Certificate course in translation from Hindi to English & vice-versa OR Two years' experience of translation work from Hindi to English and vice versa in Central or State Government office, including Government of India Undertaking. Note 1: Qualifications are relaxable at the discretion of the Staff Selection Commission/Competent Authority in the case of candidates otherwise well qualified. Note 2: The qualification(s) regarding experience is relaxable at the discretion of the SSC/Competent Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of SSC/Competent Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	100% by direct recruitment **Note:** *Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for duration of one year or more may be filled on deputation basis from Officers of Central Government: a. Holding analogous posts on regular basis in the parent cadre/ department; and

		b. Possessing the qualifications and experience prescribed for direct recruits under col. 7.
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	Not Applicable
12.	If a Departmental Promotion Committee exists, what is its composition	Not Applicable

Recruitment Rules for the post of Stenographer Grade-I

S. No.	Details	Recruitment Rule
1.	Name of the Post	Stenographer Grade-I
2.	No. of post(s)	45 (Subject to variation)
3.	Classification	Equivalent to Group "B"
4.	Level in the Pay Matrix	Level 6 (Rs.35400 to Rs.112400)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not exceeding, 30 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/OBC/PwBD/Ex-Servicemen as applicable under Govt. of India rules would be applicable.
7.	Educational and other qualifications required for direct recruits	**Essential:** i. Graduate ii. Shorthand Speed of 100 w.p.m. in English/ Hindi Shorthand and Typing Speed of 40 w.p.m. in English/ Hindi Typing iii. Working as Stenographer Gr II on regular basis for 05 years in the Central/State Govt./Autonomous bodies of Central /State Govt in Pay Level 4 iv. Knowledge of Computer Applications v. Working knowledge of Hindi and English
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	02 Years (Applicable to both Promotion and Direct Recruitment)
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	50% by Promotion 50% by Direct Recruitment
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**Promotion:** From among Stenographers Grade II who have rendered at least 05 years' regular service as Stenographer Grade II in the KVS.
12.	If a Departmental Promotion Committee exists, what is its composition	1. Joint Commissioner , KVS - Chairman 2. Dy. Commissioner , KVS- Member 3. Assistant Commissioner, KVS - Member Representative of SC/ST- To be nominated by Chairman

Recruitment Rules for the post of Stenographer Grade-II

S. No.	Details	Recruitment Rule
1.	Name of the Post	Stenographer Grade-II
2.	No. of post(s)	64 (Subject to variation)
3.	Classification	Equivalent to Group 'C'
4.	Level in the Pay Matrix	Level 4 (Rs.25500 to Rs.81100)
5.	Whether selection post or non-selection post	Non-Selection
6.	Age limit for direct recruits	Not exceeding 27 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/OBC/ PwBD/ Ex-servicemen as applicable under Govt. of India rules issued from time to time would be applicable.
7.	Educational and other qualifications required for direct recruits	**Essential:** i. Graduate from a recognized University. ii. Skill test Norms **Dictation** : 10 mts @ 80 w.p.m **Transcription:** 50 mts (English) and 65 mts (Hindi)(On computer) iii. Knowledge of working on Computer. iv. Proficiency in Hindi and English.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	100% direct recruitment
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	Not Applicable
12.	If a Departmental Promotion Committee exists, what is its composition	Not Applicable

Deepen

Recruitment Rules for the post of Senior Secretariat Assistant

S. No.	Details	Recruitment Rule
1.	Name of the Post	Senior Secretariat Assistant
2.	No. of post(s)	1511 *. Workload after finalization of sections annually subject to variation due to opening of new KV and constitutional growth.
3.	Classification	Equivalent to Group 'C'
4.	Level in the Pay Matrix	Level 4 (Rs.25500 to Rs.81100)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not exceeding 30 Years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/ OBC/ PwBD /Ex-Servicemen as applicable under Govt. of India rules issued from time to time would be applicable
7.	Educational and other qualifications required for direct recruits	**Essential:** i. Bachelor's degree from recognized University or equivalent. ii. Working as JSA/LDC or equivalent on regular basis for minimum 3 years in Level 2 (Rs.19900-63200/-) in Central Govt./Autonomous bodies of Central Govt. iii. Knowledge of Computer Applications. iv. Working knowledge of Hindi and English
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	No
9.	Period of probation, if any	Two Years for Direct Recruits.
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	25% By promotion 50% by Limited Departmental Examination(Qualifying cum Seniority Basis) 25% by Direct Recruitment
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**By Promotion:** From amongst JSAs of the KVS who have rendered atleast 08 years' regular service as JSA. **By Limited Departmental Examination:** JSA with 08 years' regular service in the grade
12.	If a Departmental Promotion Committee exists, what is its composition	Joint Commissioner , KVS - Chairman Deputy Commissioner, KVS- Member Assistant Commissioner, KVS- Member Representative of SC/ST- To be nominated by Chairman

Recruitment Rules for the post of Junior Secretariat Assistant

S. No.	Details	Recruitment Rule
1.	Name of the Post	Junior Secretariat Assistant
2.	No of post(s)	1629 * Workload after finalization of sections annually subject to variation due to opening of new KV and constitutional growth.
3.	Classification	Equivalent to Group 'C'
4.	Level in the Pay Matrix	Level 2 (Rs.19900 to Rs.63200)
5.	Whether selection post or non-selection post	Non-Selection
6.	Age limit for direct recruits	18 to 27 years. 05 years relaxation in upper age limit in case of employees of KVS. Age relaxation for SC/ST/OBC/PwBD/Ex-Servicemen as applicable under the Govt. of India rules issued from time to time would be applicable.
7.	Educational and other qualifications required for direct recruits	**Essential:** i. Class XII pass or equivalent qualification from a recognized Board. ii. A typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on computer. **Note: The qualification of typing will not apply in the case of persons with disability who are certified as being unable to type by the competent authority as prescribed in the Rights of Persons with Disabilities Act, 2016.**
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Age: No Educational Qualification: Yes, to the extent indicated in column 11
9.	Period of probation, if any	Two Years for Direct recruits
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorptionand percentage of the vacancies to be filled by various methods	05% by Promotion 10% by Limited Departmental examination (LDE)(Qualifying cum Seniority Basis) 85% by direct recruitment
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	**Promotion:** Sub-staff with at least 03 years' regular service and educational qualification of class X pass. **Limited Deptt Examination:** Sub-staff with atleast 03 years regular service in KVS and having Educational qualification of class XII pass or equivalent.
12.	If a Departmental Promotion Committee exists, what is its composition.	Deputy Commissioner (Admn.), KVS - Chairman Assistant Commissioner (Admn.), KVS - Member Assistant Commissioner (Estt.), KVS - Member Representative of SC/ST- To be nominated by Chairman

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Recruitment Rules for the post of Staff Car Driver (Special Grade)

(Vide KVS OM NO. F.12-27/98-KVS(Admn.1)/472 dated 05.03.2020, the Model Recruitment Rules for Staff Car Drivers in KVS has been adopted by 117th BOG held on 27.01.2020 as per DoPT OM NO. F.AB-14017/10/2014-Estt (RR)(3104937) Dated 04.07.2014)

S. No.	Details	Recruitment Rule
1.	Name of the Post	Staff Car Driver (Special Grade)
2.	No. of post(s)	1 (Subject to variation)
3.	Classification	Gr. 'B'
4.	Level in the Pay Matrix	Level 6 (Rs.35400 to Rs.112400)
5.	Whether selection post or non-selection post	Non-Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	2 years
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	Promotion
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	Promotion:- Staff Car Driver Grade-I in Level-5 (Rs. 29200 to Rs.92300) with 3 years of regular service in the grade.
12.	If a Departmental Promotion Committee exists, what is its composition.	Joint Commissioner (Admn)- Chairman Deputy Commissioner - Member Assistant Commissioner - Member Representative of SC/ST – Member

Recruitment Rules for the post of Staff Car Driver (Grade-I)

(Vide KVS OM NO. F.12-27/98-KVS(Admn.1)/472 dated 05.03.2020, the Model Recruitment Rules for Staff Car Drivers in KVS has been adopted by 117th BOG held on 27.01.2020 as per DoPT OM NO. F.AB-14017/10/2014-Estt (RR)(3104937) Dated 04.07.2014)

S. No.	Details	Recruitment Rules
1.	Name of the Post	Staff Car Driver (Grade-I)
2.	No. of post(s)	7 (Subject to variation)
3.	Classification	Gr. 'C'
4.	Level in the Pay Matrix	Level-5 (Rs.29200 to Rs.92300)
5.	Whether selection post or non-selection post	Non-Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	Promotion
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	Promotion - Staff Car Driver Grade-II in Level-4 (Rs.25500 to Rs.81100) with 6 years of regular service in the grade or with a combined service of 15 years in Staff Car Driver Grade-II and Staff Car Driver (Ordinary Grade), and have passed the trade test, specified by the Government.
12.	If a Departmental Promotion Committee exists, what is its composition	Joint Commissioner (Admn)- Chairman Deputy Commissioner - Member Assistant Commissioner - Member Representative of SC/ST - Member

Recruitment Rules for the post of Staff Car Driver (Grade-II)

(Vide KVS OM NO. F.12-27/98-KVS(Admn.1)/472 dated 05.03.2020, the Model Recruitment Rules for Staff Car Drivers in KVS has been adopted by 117th BOG held on 27.01.2020 as per DoPT OM NO. F.AB-14017/10/2014-Estt (RR)(3104937) Dated 04.07.2014)

S. No.	Details	Recruitment Rules
1.	Name of the Post	Staff Car Driver (Grade-II)
2.	No. of post(s)	5 (Subject to variation)
3.	Classification	Gr. 'C'
4.	Level in the Pay Matrix	Level-4 (Rs.25500 to Rs.81100)
5.	Whether selection post or non-selection post	Non-Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	Promotion
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	Promotion:- Staff Car Driver (Ordinary Grade) in Level-2 (Rs.19900 to Rs.63200) with 9 years of regular service in the grade and have passed the trade test, specified by the Government.
12.	If a Departmental Promotion Committee exists, what is its composition	Joint Commissioner (Admn)- Chairman Deputy Commissioner - Member Assistant Commissioner - Member Representative of SC/ST - Member

Recruitment Rules for the post of Staff Car Driver (Ordinary Grade)

(Vide KVS OM NO. F.12-27/98-KVS(Admn.1)/472 dated 05.03.2020, the Model Recruitment Rules for Staff Car Drivers in KVS has been adopted by by 117th BOG held on 27.01.2020 as per DoPT OM NO. F.AB-14017/10/2014-Estt (RR)(3104937) Dated 04.07.2014)

S. No.	Details	Recruitment Rules
1.	Name of the Post	Staff Car Driver (Ordinary Grade)
2.	No. of post(s)	6 (Subject to variation)
3.	Classification	Gr. 'C'
4.	Level in the Pay Matrix	Level-2 (Rs.19900 to Rs.63200)
5.	Whether selection post or non-selection post	Not Applicable
6.	Age limit for direct recruits	18-25 years* (Relaxable for Government servants upto 40 years in accordance with the instructions or orders issued by the Central Government) Note- The crucial date for determining the age limit shall be the closing date for receipt of applications from the candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Anadaman & Nicobar Islands of Lakshadweep). *If the direct recruitment is to be made by direct open competitive examination, the age limit would be 18-27 years.
7.	Educational and other qualifications required for direct recruits	Essential:- (i) Possession of valid driving license for motor cars; (ii) Knowledge of motor mechanism (The candidate should be able to remove minor-defects in vehicle) (iii) Experience of driving a motor car for at least 3 years and (iv) Pass in 10th Standard. Desirable:- 3 years service as Home Guard/Civil Volunteers. Note 1 :- The qualification regarding experience is relaxable at the discretion of the competent authority. Note 2:- In the case of candidates belonging to the Scheduled Casters or Scheduled Tribes if at any stage of selection, the competent authority is of the opinion that the sufficient number of candidates with requisite experience is not likely to be available to fill up the vacancy reserved for them.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotees	Not Applicable
9.	Period of probation, if any	Two years for direct recruits or re-employed
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	Deputation/absorption failing which by direct recruitment
11.	In case of recruitment by promotion/ by deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	Deputation/Absorption:- From amongst the regular Dispatch Rider (Group C) and Group C employees in Level-1 (Rs.18000 to Rs.56900) in KVS who possess valid Driving License for Motor Cars on the basis of a Driving Test to assess the competence to drive motors cars failing which from officials holding the post of Dispatch Rider on regular basis or regular Group C employees in Level-1 (Rs.18000 to Rs.56900) in other

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		Ministries of the Central Government who fulfil the necessary qualification as mentioned in Column 7 Note: The period of deputation including the period of deputation in another ex-cadre posts held immediately/preceding this appointment in the same or some other organization/Department of the Central Government shall ordinary not exceed three years. The Maximum age limit for appointment by deputation/absorption shall be 'Not exceeding 56 years' as on the closing date of receipt of applications.
12	If a Departmental Promotion Committee exists, what is its composition	Joint Commissioner (Admn)- Chairman Deputy Commissioner - Member Assistant Commissioner - Member Representative of SC/ST - Member

NOTE: As approved by Chairman, KVS & Hon'ble Minister of Education, recruitment of all cadres will be done with these revised Recruitment Rules irrespective of the vacancy year.