

नवोदय विद्यालय समिति
(मानव संसाधन विकास मंत्रालय का स्वायत्त
संस्थान)
स्कूल शिक्षा एवं साक्षरता विभाग, भारत सरकार
क्षेत्रीय कार्यालय
बोरिंग रोड, पटना - 13
दूरभाष: 0612 -2266085 / 2266558



NAVODAYA VIDYALAYA SAMITI
(An Autonomous Organization under Ministry of
Human Resource Development, Deptt. Of School
Education & Literacy), Govt. of India
Regional Office
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NOTIFICATION

Navodaya Vidyalaya Samiti, an Autonomous Organization Under the Ministry of Human Resource Development (Department of School Education & Literacy, Govt. of India) Regional Office, Patna invites applications for recruitment to the posts of **Staff Nurse (Female)/Catering Assistant/Lab Attendant** on direct recruitment basis in Jawahar Navodaya Vidyalayas under Patna Region located in Bihar, Jharkhand and West Bengal as detailed under.

A) Details of Vacancies:

Post	Scale of pay	Eligibility Criteria
Staff Nurse (Female)	PB Rs. 9300-34800/- + G.P. 4600	Educational Qualification and Experience: <ul style="list-style-type: none"> • Essential: 1. <ul style="list-style-type: none"> (c) Passed Sr. Secondary Examination (Class XII) or equivalent and (d) Grade "A" (Three years) Diploma/Certificate in Nursing from a recognized institution. OR B.Sc. (Nursing) from a recognized University /Institution. 2. Registration with Indian / State Nursing Council. 3. Practical experience of two years in a Hospital/Clinic. <p>* Desirable: Working Knowledge of Hindi, English and Regional Language. * Age Limit: (between 18-35) years as on 01.01.2014.</p>
Catering Assistant	PB Rs.5200-20200/- + G.P.2400/-	2. Educational Qualification & Experience: <p>Secondary School (X class) pass and three (03) years diploma in Catering or equivalent from an Institution recognized by the Ministry of Tourism, Govt. of India/State Govt. OR Passed Sr. Secondary (Class XII) or equivalent and one year Diploma in Catering or equivalent from a recognized Institution with 3 years experience in</p>

		Catering in reputed Institutions/Hotels OR Trade Proficiency Certificate in Catering with minimum of 10 years service in Defence Services of a regular establishment (for Ex-Servicemen only). 3. Age Limit: (between -18-35) years as on 01.01.2014.
Lab. Attendant	1S Rs.4440- 7440 + G.P.1400/-	4. Educational Qualification: Middle Pass with General Science. 5. Age: (between 18-30 years) as on 01.01.2014.

B) Vacancies:

Post	General	SC	ST	OBC	PH	TOTAL
Staff Nurse (Female)	05	00	00	00	02(OH)	07
Catering Assistant	05	00	00	00	01(OH)	06
Lab. Attendant	09	03	02	08	03(OH)	25

Note:-The tentative vacancies as given may increase or decrease.

C) Age Relaxation Admissible : Maximum Relaxation in upper age limit will be as under :-

- i) Up to a Maximum of **05** years in the case of SC/ST candidates.
- ii) Up to a Maximum of **03** years in case of OBC candidates.
- iii) Up to a Maximum of 10 years in respect of Physically Handicapped persons.
- iv) An Ex-Serviceman who has put in not less than 6 months continuous in the Armed Force (Army, Navy and Air Force) shall be allowed to deduct the period of such service from his / her actual age if the resultant age does not exceed the Maximum age limit prescribed for the post of more than 3 years he/she shall be deemed to satisfy the condition regarding age limit.

D) General Conditions for recruitment :

1. The Samiti reserves the right to conduct written test, if it is felt necessary for shortlisting the candidates for interview for Staff Nurse/Catering Assistant and Trade Test for Lab. Attendant. Mere eligibility will not vest any right to the candidates for being called for interview and Trade Test etc. accordingly and the decision of the Samiti for shortlisting the candidates will be final.
2. Selected candidates will be entitled to various allowances as admissible to the Navodaya Vidyalaya Samiti employees depending upon the place of posting.
3. While selected candidates are likely to be posted/transferred to any JNV of Bihar, Jharkhand & West Bengal, they are liable to be transferred to anywhere in India.
4. Candidates who are already in service are required to submit their applications through proper channel only. However, advance copy of the application can be sent to avoid delay. Their candidature shall be considered only on receipt of their application through proper channel.

5. The number of vacancies indicated is tentative and subject to change.
6. Selected candidates will be on probation for a period of two years which can be extended for a period of another one year subject to the performance of candidates. During the probation period, services of probationer can be terminated at any time without assigning any reasons.
7. **Application (in original) complete in all respects in the prescribed format as attached / as on website (neatly typed preferably in English on plain paper approximate size 22 cm X 30 cm) accompanied by a demand draft of requisite fee as mentioned below, should be sent in the name of Deputy Commissioner Navodaya Vidyalaya Samiti, Regional Office, Opposite A. N. College, Boring Road, Patna - 800013 by ordinary post within 30 days from the date of publication of this advertisement. Notification has been published in 'Employment News' in its edition 18- 24th January, 2014 Thus, the last date for receipt of duly filled application is 17th February, 2014 (For North East and Jammu & Kashmir the last date of receipt of application is 25 February, 2014).**
8. Incomplete/unsigned applications or applications received without fee, photographs, certified copies of required documents in support of educational qualifications, age etc. and those received after the last date stipulated for receipt of application, will be summarily rejected without any communication to the candidate. The Samiti will not be responsible for any postal delay”.
09. Before applying for the post, the candidate must ensure that he/she fulfills all the essential and other eligibility conditions prescribed for the post.
10. Any disputes in regard to this Recruitment will be subject to courts/tribunals having jurisdiction over PATNA where the office is located.
11. The decision of the Samiti in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of trade test/screening test will be final and binding on the candidates and no enquiry /correspondence will be entertained in this regard.
12. Navodaya Vidyalaya Samiti,Regional Office,Patna has the right to cancel the said advertisement at any time/stage without assigning any reasons in this regard.

E) Application Fee:

1. Candidates will have to pay Non Refundable Fee of **Rs. 500/-**(Rupees Five hundred only) by Demand Draft in favour of “Deputy Commissioner, Navodaya Vidyalaya Samiti”,Regional office, Patna Payable at State Bank of India, Boring Road Branch(**Code No. 01435**), **Patna (Bihar)** along with his application. Candidates should note that the fee sent through IPO / Money Order / Crossed Cheque / Currency Notes or Treasury Challans etc will not be accepted by the Samiti and such applications will be treated as without fee and will be rejected summarily.
2. Refund of fee will not be allowed in any case.
3. The Bank Draft should not be issued prior to the date of publication of this advertisement. Candidate must write his/her name and address on the backside of the Demand Draft.

4. No fee is required to be paid by SC / ST / Female/Ex-servicemen candidates. Physically Handicapped persons are also exempted from payment of fee subject to submission of prescribed Medical Certificate issued by a Government Hospital, duly signed by CMO.

H) Guidelines for Filling up the Application form:

1. The candidate must fill in the application form in English in Capital letters as per the format given in the advertisement / on website on plain paper "Approx. size 22 cm X 30 cm in duplicate." There is no objection to candidates' using printed/typed Application form. However, they should ensure that its format is exactly the same as published in the website. If wrong entries / mistake / omission are made by candidates in their application form on account of wrong or inaccurate printing / typing of application form by private agency / their application shall be liable for rejection. Application can be downloaded from our website <http://nvspatna.bih.nic.in>.
2. The envelope containing the application form must be super scribed in **bold** letters as Application for the post of and category....., and should be **sent through ordinary post (Un-registered) only**.
3. Applications without photograph or signature at requisite places are liable to be rejected. If any variation is found in the signature appended at different places his/her candidature will be liable to be cancelled by the Samiti.

I) Documents to be attached with the application:

1. A Bank Draft of **Rs. 500/-** in favour of **"Deputy Commissioner, Navodaya Vidyalaya Samiti"**, payable at **Patna**.
2. Attested photocopy in support of Date of Birth in Christian era as per High School/Matriculation certificate and mark sheet (Proof of date of birth.)
3. Attested photocopy of SC/ST/OBC/PH certificate in the prescribed proforma issued by the competent authority.
4. Attested photocopy of senior Secondary/Intermediate (Class-XII) examination certificate and mark sheet and other desired certificates etc.
5. Attested photocopy of Diploma/Degree Certificate and Mark sheet.
6. No Objection Certificate from the present employer in case of serving personnel.
7. Attested photocopy of Experience Certificate(s) from Govt./Govt. aided institutions only.
8. Any other relevant documents.
9. Two recent passport size photographs (Name Printed) duly attested by Gazetted Officer.

DEPUTY COMMISSIONER