

# COCHIN REFINERIES SCHOOL

A premier CBSE School  
Ambalamukal 682 302, Ernakulam Dist, Kerala  
(10+2 pattern School affiliated to CBSE, New Delhi and managed by  
(Cochin Refineries Educational Aid Society)

## REQUIRES

Permanent Basis				
Sl No	Post	No.of Posts	Qualification	Scale of Pay
1	Primary Teacher ( PRT) - Science (Biology) Science (Chemistry) Hindi	1 1 1	First Class degree in relevant subject and B Ed with minimum 55% marks. Desirable: Knowledge of computers	Initial placement will be on a consolidated pay of Rs.16000/- p.m for one year. On successful completion of 1 year he/she shall be considered for appointment against permanent vacancy of Primary Teacher (PRT) in the scale of pay Rs.9300-34800.
2	L D Clerk	1	B.Com First class with PGDCA	Initial placement will be on a consolidated pay of Rs.12000/- p.m for one year. On successful completion of 1 year he/she shall be considered for appointment against permanent vacancy of LDC in the scale of pay Rs.5200-20200.
Temporary Posts on Contract Basis				
3	Counsellor	1	P G in Psychology OR MSW with specialization in medical/Psychiatric Social work/Counselling from a recognized University	Rs.10000/- consolidated.

**Age Limit:** Not exceeding 35 years as on 1<sup>st</sup> June, 2014 for the above posts. Relaxation / Concession for SC/ST/OBC candidates will be as per Government Directives.

**Experience:** Teaching experience of minimum 2 years in a recognized CBSE/ICSE school is essential for posts of PRT and 1 year teaching experience for post of Counsellor.

For the post of LDC, minimum two years in accounting in an Educational Institution/professional firms/Limited Companies. Familiarity of using MS Office is essential. Knowledge of accounting package like Tally is desirable.

**Selection:** The selection methodology will comprise of written test, Demonstration Class, Group Discussion and interview. The candidates short listed in the written test will be required to appear for interview for final selection. Appointment will be subject to the candidates clearing the medical examination.

**Right to restrict candidates:** The Management reserves the right to call for Demonstration / interview only those who in its opinion are likely to be suitable. Management may at its discretion, raise / relax the eligibility standard to restrict the number of candidates or to make available sufficient number of candidates to be called for Demonstration / interview. Management reserves the right to fill or not to fill the above post without assigning any reason whatsoever.

Application in the prescribed format duly filled in with full details of qualification, experience, contact address and Phone No., should be sent in an envelope super scribed as "**Application for the post of \_\_\_\_\_**", to the **PRINCIPAL, COCHIN REFINERIES SCHOOL, AMBALAMUKAL 682 302, ERNAKULAM DISTRICT.**

**Last date for receipt of completed application (in the prescribed format available in the website) is on 07<sup>th</sup> February, 2014.**

Any form of canvassing will disqualify a candidate

Ambalamukal /15<sup>th</sup> January, 2014

**PRINCIPAL,**  
**Cochin Refineries School**

**Cochin Refineries School  
Ambalamukal**

Application No.   
(For office use)

Affix recent  
Passport size  
Photograph here

**APPLICATION FORMAT**

1.	<i>Post applied for</i>												
2.	<b>Name of the candidate</b> ( <i>In Block letters</i> )												
3.	<i>Gender</i>	Male / Female	4.	<i>Marital Status</i>	Married / Unmarried								
5.	<i>Date of birth*</i>		DD			MM			YYYY				
6.	<i>Father's Name</i>												
7.a)	<i>Religion</i>		b)	<i>Category *</i>	SC/ST/OBC								
8.	<i>Mailing Address</i>			9.	<i>Permanent Address</i>								
	Code	Pin											
			10.	<i>Contact Telephone No.</i>									
			11.	<i>E-mail ID</i>									
12. <i>Educational Qualifications . (Attach attested photocopies of all certificates).</i>													
<i>Examination passed</i>	<i>Subject/Specialization</i>	<i>Name of Institute/University</i>	<i>Year of passing</i>	<i>% of marks</i>	<i>Class/ Division</i>								
13. <i>Experience (In chronological order)</i>													
<i>Organization</i>	<i>Posts held</i>	<i>Duration (exact dates to be given)</i>		<i>Nature of Duties</i>									
		<i>From</i>	<i>To</i>										

\* Attach attested photocopies of certificates

I hereby declare that all the statements made in this application are true and complete to the best of my knowledge. If at any stage of the selection process, the above statements are found to be false or incomplete, I understand that my candidature will stand cancelled.

Date : \_\_\_\_\_

Signature : \_\_\_\_\_