



Doon Public School

A New Generation Sr. Sec. School | Recognised & Affiliated to CBSE
Sector 21, Panchkula

JOB RECRUITMENT ANNOUNCEMENT

TEACHING & NON-TEACHING POSITIONS

Details:

Mode of Application	: Online
Opening Date for Online Applications	: February 21, 2025
Last Date for Online Applications	: February 25, 2025
Last Date of Submission of Hardcopy of application form (Mandatory)	: February 28, 2025
Vacancies	: <u>Teaching Posts:</u> <ul style="list-style-type: none">• TGT - English• PRT – English
Online Application Fee	: ₹ 250 for each post, applied for (Non-refundable & non-transferable).
Eligibility Criteria and Qualifications	: Refer to Annexure 01
Date of Written Test / Demonstration	: An intimation will be sent via email / WhatsApp
Date of Demonstration for non-teaching posts	: An intimation will be sent via email / WhatsApp

Guidelines for Completing the Online Job Application Form

1. **Eligibility Requirements:** Before filling out the Online Application Form, please carefully review the qualification and eligibility criteria provided in **Annexure 01**.

2. **How to Submit Your Online Application:**

- Applicants will not receive separate application confirmation letters.
- Submissions of the application sent through an email will not be accepted.
- Complete the online application form, upload a recent, coloured, passport-size photograph, and pay the non-refundable application fee of **₹250 for each post, applied for**.
- The application will only be accepted once the application fee is successfully paid via Online Payment.

Payment details are as follows:

- **Beneficiary Name** : Doon Public School Education Society
- **Bank Name** : Indian Bank, Sector 21, Panchkula
- **Account Number** : 766124276
- **IFSC Code** : IDIB000S161
- **Account Type** : Savings

3. **Providing Accurate Contact Information:** Ensure that your contact number and email address are correct and permanent. The school will not be responsible for communication issues arising from incorrect or unreachable contact details.

4. **Acknowledgment After Submission:**

Once your payment is successfully processed, you will receive an email confirming your application submission along with a link to print your application form.

5. **Hard Copy Submission:**

- A hard copy of the application form, along with self-attested copies of the necessary documents, must be submitted at the **School Reception** on any working day between **9:30 AM and 2:30 PM**, not later than **February 28, 2025**.
- **Required documents include:**
 - Educational qualification certificates.
 - Previous work experience certificates (if applicable).
 - Payment receipt for the online application fee.

Principal

Eligibility Criteria & Qualifications

Post	Subject	Minimum Qualifications
PGT	Economics	<ul style="list-style-type: none"> • Master's degree in Economics from any recognised university with at least 50% marks, B.Ed. from an institution recognized by NCTE. • Preferably Minimum Experience of 2 Years.
	Chemistry	<ul style="list-style-type: none"> • M.Sc. in Chemistry from any recognised university with at least 50% marks and B.Ed. from an institution recognized by NCTE. • Preferably Minimum Experience of 2 Years.
TGT	English	<ul style="list-style-type: none"> • Bachelor's Degree with English from any recognised university with at least 50% marks and B.Ed. from an institution recognized by NCTE. • Preferably Minimum Experience of 2 Years.
	Social Science	<ul style="list-style-type: none"> • Bachelor's Degree with History/ Geography/ Political Science/ Economics from any recognised university with at least 50% marks and B.Ed. from an institution recognized by NCTE. • Preferably Minimum Experience of 2 Years.
	Artificial Intelligence	<ul style="list-style-type: none"> • Diploma in Computer Science / Information Technology OR Degree in Computer Application/ Science/ Information Technology (BCA, B.Sc. Computer Science/ Information Technology) OR Graduation followed by PGDCA And B.Ed. from an institution recognized by NCTE. • Preferably any other Specific diploma in Artificial Intelligence and Minimum Experience 2 Years.
PRT	English	<ul style="list-style-type: none"> • Bachelor's Degree with English from any recognised university with at least 50% marks and B.Ed. from an institution recognized by NCTE. • Preferably Minimum Experience 2 Years.
	Mathematics	<ul style="list-style-type: none"> • Bachelor's Degree with Mathematics from any recognised university with at least 50% marks and B.Ed. from an institution recognized by NCTE. • Preferably Minimum Experience 2 Years.
Pre-Primary Mother Teacher		<ul style="list-style-type: none"> • Graduate/ Post Graduate in any discipline with at least 50% marks, D.El.Ed/ B.El.Ed/ NTT/ B.Ed and good communication skills
Classical Dance Teacher		<ul style="list-style-type: none"> • Bachelor's/ Master's degree in Classical Dance or its equivalent from a recognized University / institute.
Library Assistant		<ul style="list-style-type: none"> • Bachelor's Master's / Bachelor's Degree in Library Science

Note: Preference will be given to Teacher Eligibility Test (CTET / HTET / any other state test) qualified and experienced candidates.