

STAFFING PATTERN FOR SCHOOLS WORKING UNDER NOIDA-GREATER NOIDA SHIKSHA SAMITI

1. PRINCIPALS

Qualifications	Experience	Age (As on 15 th Feb.2010)	Pay Band	Grade Pay	Approximate Gross Emoluments	Total posts
1. Master degree from any recognized university with consistent good academic records with at least 55% marks in aggregate for General and OBC Category applicants and 45% marks in aggregate for SC/ST Category applicants. 2. B.Ed or Equivalent Teaching Degree. 3. Desired Qualifications: Ph.D. and/or M.Ed. with consistent good academic records and Knowledge of Computer Applications.	Applicants serving as Principal in any Govt. funded Higher Secondary School in the pay scale of PB-3 (Rs. 15600-39100) and grade pay of Rs. 6600 (pre revised scale of Rs. 10000-325-15200) or having not less than 10 years of teaching experience with 6 years of experience as Post Graduate Teacher are eligible for the post.	Preferably below 55 years as on 01 July 2010. Relaxation in age limit for SC/ST and other OBC Categories is applicable under the provisions in the UP Govt. rules. <i>(Applicants above 55 years as on 01 July 2010 or those retired as Principal from any Govt funded Higher Secondary School shall also be considered for Tenure Appointment on a Consolidated Salary.)</i>	15600-39100	7600	38000	04

2. VICE PRINCIPALS

Qualifications	Experience	Age (As on 15 th Feb.2010)	Pay Band	Grade Pay	Approximate Gross Emoluments	Total posts
1. Master degree from any recognized university with consistent good academic records with at least 55% marks in aggregate for General and OBC Category applicants and 45% marks in aggregate for SC/ST Category applicants. 2. B.Ed or Equivalent Teaching Degree. 3. Desired Qualifications: Ph.D. and/or M.Ed. with consistent good academic records and Knowledge of Computer Applications.	Applicants serving in any Govt. funded Higher Secondary School in a position in the pay scale of PB-2 (Rs. 9300-34800) and grade pay of Rs. 4800 (pre revised scale of Rs. 7500-250-12000) or above and having not less than 10 years of teaching experience as Trained Graduate Teacher are eligible for the post.	Preferably below 55 years as on 01 July 2010. Relaxation in age limit for SC/ST and other OBC Categories is applicable under the provisions in the UP Govt. rules.	15600-39100	6600	33000	04

3. Teaching Positions

S.No.	Name of the Post	Qualifications	Upper Age Limit (As on 15 th Feb.2010) (Relaxation as per the U.P. Govt. rules.)	Pay Band	Grade Pay	Approximate Gross Emoluments	Total posts
01.	Trained Graduate Teacher (TGT)	<ul style="list-style-type: none"> Four Years Integrated Degree Course of Regional College of Education of NCERT in the concerned subject with at least 50% marks in aggregate; or Second Class Bachelor's Degree with at least 50% marks in the concerned subject(s). B.Ed. or equivalent Degree from a recognized University. Proficiency in teaching in Hindi and English. Desirable: <ul style="list-style-type: none"> Knowledge of Computer Applications. 	35 years	9300-34800	4600	22000	44
02.	Primary Teacher (PRT)	<ul style="list-style-type: none"> Intermediate with 50% marks or its equivalent; and Diploma or Certificate in basic teachers' training of duration of not less than two years. OR Bachelor of Elementary Education (B.El.Ed.) or B.Ed. or equivalent. 	35 years	9300-34800	4200	18000	40

4. Non-Teaching Positions

S.No.	Name of the Post	Qualifications	Upper Age Limit (As on 15 th Feb.2010) (Relaxation as per the U.P. Govt. rules.)	Pay Band	Grade Pay	Approximate Gross Emoluments	Total posts
01.	ADMINISTRATIVE OFFICER	Graduate with 3 yrs. experience as Section Officer/Assistant Administrative Office or on equivalent position in Central / State Government / Autonomous Bodies/ Public Sector Undertaking / Reputed Organization. Desirable : <ul style="list-style-type: none"> Knowledge of Computer Applications Working Knowledge of Hindi and English Post Graduation Degree 	40 years	9300-34800	4800	23000	04
02.	WARDEN	Graduate with 3 yrs. relevant experience in administrative/academic field in any Reputed Organization/School on a grade of TGT or equivalent. Desirable : <ul style="list-style-type: none"> Knowledge of Computer Applications Working Knowledge of Hindi and English Post Graduation Degree 	40 years	9300-34800	4800	23000	04
03.	LIBRARIAN	Bachelors Degree in Library Science with 3 yrs. experience as Deputy/Assistant Librarian or Graduate in any discipline	40 years	9300-34800	4800	23000	04

		and one year Diploma in Library Science from a recognized Institution with 3 years experience as Deputy/Assistant Librarian. Desirable : <ul style="list-style-type: none"> • Knowledge of Computer Applications • Working Knowledge of Hindi and English • Post Graduation Degree 					
04.	ACCOUNTANT	B.Com. with five years experience at UDC level in Central/State Government/Autonomous Bodies/Public Sector Undertaking/ Reputed Organization. Desirable : <ul style="list-style-type: none"> • Knowledge of Computer Applications • Working Knowledge of Hindi and English 	40 years	9300-34800	4200	18000	04

- Note:*
1. Age Relaxation and Reservation as per the UP Govt. Rules.
 2. The qualification and experience prescribed above are the minimum and mere possession of the same shall not entitle any applicant to be called for the interview.
 3. Appointment shall be made on contract basis initially for two years which may be extended further on satisfactory performance/conduct.
 4. Higher Pay could be considered depending upon the qualifications, experience and suitability of a candidate.

Interested persons may send their applications in the prescribed format to The Section Officer, Registrar Secretariat, Gautam Buddha University, Greater Noida, UP-201308 latest by 17.00hrs, 12 February 2010.

NOTE:- This is to inform that the advertisement published vide advertisement No. 01/2010 in Times of India Newspaper dated 25.01.2010 regarding the appointment of positions in four schools of “Noida and Greater Noida Education society” has been hereby withdrawn by the society.

SECRETARY

NOIDA GREATER NOIDA SHIKSHA SAMITI

Guidelines for Applicants

The NOIDA GREATER NOIDA SHIKSHA SAMITI, henceforth mentioned as NGNSS, is a Society registered under the Society Registration Act, 1860. The NGNSS intends to Teaching and Non-teaching staff for its four Schools in Noida and Greater Noida. Applications are invited in the prescribed format (**Annexure-I**) from the Indian Nationals for **filling up the vacancies in the NOIDA GREATER NOIDA SHIKSHA SAMITI's 04 Schools situated in Noida and Greater Noida notified area.**

- (i) Mahamaya Balika Inter College, Sector-44, Noida-Greater Noida Expressway, Noida, District: Gautam Budh Nagar, UP
- (ii) Panchsheel Balak Inter College, sector-91, Noida, District: Gautam Budh Nagar, UP
- (iii) Savitri Bai Phule Balika Inter College, Kasna, Greater Noida, District: Gautam Budh Nagar, UP
- (iv) Gautam Buddh Balak Inter College, Knowledge Park-V, Greater Noida, District: Gautam Budh Nagar, UP

IMPORTANT

1. **APPLICATION FORM:**
Candidates must apply in the Common Application Form devised by the NGNSS for this purpose and available on the websites www.gbu.ac.in or www.greaternoidaauthority.in or www.noidaauthorityonline.com
2. **LAST DATE FOR RECEIPT OF APPLICATIONS:-12th February 2010.**
Candidates must send application by speed post/registered post at the addresses given above. The NGNSS will not be responsible for applications sent at any other address (including NGNSS office) or sent by hand or otherwise. Candidates are advised to send the application well in advance to avoid any postal delay.
3. **ELIGIBILITY OF APPLICANTS**
All applicants must ensure that they fulfill the essential qualifications and age for the post applied for and other conditions stipulated in this advertisement. The applications of those candidates not fulfilling the essential qualifications and other requirement will be summarily rejected and no correspondence will be made in this regard.
4. **RESRVATION AND AGE RELAXATION**
Reservation and Relaxation in upper age limit will be as per the UP Govt. rules issued from time to time.

5. GENERAL INSTRUCTIONS

- (i) Application must be submitted in the prescribed format published as **on the website** www.greaternoidaauthority.in or www.gbu.ac.in or www.noidaauthorityonline.com
- (ii) Candidates desirous to apply for more than one post should submit application for each post accompanied by necessary enclosures for each post in separate envelopes.
- (iii) Candidates serving in any recognised Institution/ Organisation/ Autonomous body/ Central Govt./ State Govt. and CBSE affiliated +2 Schools must apply '**Through Proper Channel**'. Applications sent through proper channel should reach the section Officer, Registrar's Secretariat, Gautam Buddha University, Yamuna Expressway, Greater Noida – 201308 (U.P.). However, candidates may send an advance copy so as to reach the above-mentioned address before the last date. The advance applications will be considered provisionally subject to the condition that the applications sent through proper channel are invariably received.
- (iv) Envelope containing the application must be super-scribed in bold letters as "**APPLICATION FOR THE POST OF _____**"

6. DOCUMENTS TO BE ATTACHED WITH THE APPLICATION

Attested photocopies of all the educational qualifications, academic and professional, mark-sheets for all the years, degree/ diploma certificates starting from Senior Secondary/ Intermediate to highest academic/ professional qualification the candidate possesses, all certificates in claim of CCA, achievements/ distinction in Sports, Literary activities, Scouts & Guides, NCC, NSS etc., class X/ certificate for proof of date of birth, caste/ category, sub-category certificates issued by the competent authority.

7. REASONS FOR REJECTION

The following are the parameters of rejection of application of a candidate:

- (i) Non-receipt of any of the documentary proof in the form of attested photocopies of qualification, mark-sheets, other certificate (s) etc.
- (ii) Non-receipt of caste certificate/ sub-category certificate, wherever applicable.
- (iii) Not possessing the degree/ desired qualification.
- (iv) Not fulfilling any of the laid down eligibility criteria.
- (v) Incomplete application or application not received on proper format within due date.

08. CONTACT

Section Officer, Registrar's Secretariat, Gautam Buddha University, Yamuna Expressway, Greater Noida, Dist: Gautam Budh Nagar, UP-201308.
Phone: 0120-2344325, Email: ngnss@gbu.ac.in, www.gbu.ac.in or www.greaternoidaauthorityonline.in or www.noidaauthorityonline.com

Note: **1. The qualification and experience prescribed above are the minimum and mere possession of the same shall not entitle any applicant to be called for the interview.**
2. If any of the claims is found to be incorrect, the candidates may render themselves liable to suitable action by the NGNSS in terms of the extent of the rules of the NGNSS on the subject.