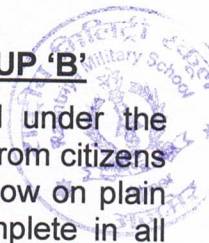


RASHTRIYA MILITARY SCHOOL, AJMER (RAJASTHAN) – 305001
EMPLOYMENT NOTICE FOR THE POST OF ASSISTANT MASTER OF GROUP 'B'



1. Rashtriya Military School, Ajmer (Raj) a reputed residential public school under the Ministry of Defence, Govt of India invites applications for the under mentioned posts from citizens of India, who are fulfilling the requisite qualifications/specifications as mentioned below on plain paper duly typed or neatly handwritten in the prescribed format. Applications complete in all respect along with all the requisite documents, duly attested, should be addressed to the **Principal, Rashtriya Military School Ajmer, (Rajasthan) PIN-305001.**

| Name of Post | Number of Post | Classification | Pay Band and Pay Level | Educational and other qualifications required |
|-----------------------------------|----------------|---|---|--|
| Assistant Master Computer Science | 01 (UR) | General Central Services, Group 'B', Non Gazette, Non Ministerial | Gp 'B' Non Gazetted, Non Ministerial Pay Level-7 Rs 44900-Rs 142400 | <p>Essential :</p> <p>(i) Bachelor's degree in Computer Science of Computer Applications or Information Technology from a recognized University/Institution.</p> <p align="center">OR</p> <p>Bachelor's degree in Science/Commerce/Arts with two year Post Graduate diploma in Computer Applications from a recognized University/Institution.</p> <p>Note 1 : Qualifications are relaxable at the discretion of the competent authority for reasons to be recorded in writing, in case of candidates otherwise well qualified.</p> <p>Desirable :</p> <p>(i) Post Graduate in concerned subject from any recognized University/Institution;</p> <p>(ii) One year teaching experience from recognized institution;</p> <p>(iii) Proficiency in English in reading, writing and speaking;</p> <p>(iv) Minimum senior secondary level participation in games or sports.</p> |

Age Limit : Not exceeding 30 years.

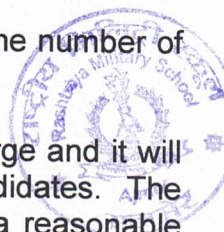
Note 1 : Relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Central Government.

Note 2 : The crucial date for determining the age limit shall be the closing date for receipt of application (i.e. 42 days (06 weeks) from the date of publication in Employment News) 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 and Kashmir State, Lahaul and Spiti District and pangi Sub-Division of Chamba District of Himachal Pradesh, Anadaman and Nicobar Island or Lakshadweep, 10 days extra).

2. **Note :** Abbreviation used : UR-Unreserved, SC-Scheduled Caste, ST-Scheduled Tribes, OBC-Other Backward Classes, PH-Physically Handicapped and ESM-Ex-Serviceman.

3. Place of Examination : Rashtriya Military School, Ajmer (Rajasthan).

4. Application complete in all respects should reach the school on or before, within 42 days (06 weeks) of publishing date of this advertisement in employment News. Demand Draft (DD)/crossed Indian Postal Order (IPO) of value of Rs 100/- for UR/OBC/Ex-serviceman categories candidates and Rs 50/- for SC/ST categories candidates in favour of "Principal, Rashtriya Military School, Ajmer" to be attached with application form.



5. The Principal, Rashtriya Military School Ajmer reserves the right to change the number of vacancies, if necessary.
6. If the number of applications received in response to the advertisement is large and it will not be convenient or possible to arrange the examination for all the candidates. The Commandant/Principal reserves the right to restrict the number of candidates to a reasonable limit on the basis of either percentage of marks obtained in the prescribed minimum essential qualifications or desirable qualifications or qualifications higher than the minimum prescribed in the advertisement or experience. Therefore, the candidates should mention all the qualifications over and above the minimum qualification and should attach attested copies of the certificates in support thereof.
7. The number of vacancies mentioned above is provisional. Rashtriya Military School Ajmer reserves the right to change the number of vacancies if necessary.
8. Information about important requirements :-

| | | |
|-----|--|---|
| (a) | Age Relaxation | <u>Relaxation for upper age limit:</u> The upper age limit relaxable for Govt servants and ex-servicemen candidates as per existing Govt rules in this regard. |
| (b) | Application Fees | Crossed Indian Postal Order (IPO) of value of Rs.100/- for UR/OBC/ Ex-serviceman categories candidates and Rs 50/- for SC/ST categories candidates in favour of the Principal, Rashtriya Military School Ajmer. The Postal Order should be issued on or after the date of publication of the advertisement. The application fee is non-refundable. |
| (c) | Photographs | One recent coloured passport size photograph (with date and name) is to be pasted on the space earmarked in the application format. Besides, two additional photographs duly self attested (on front side) are to be enclosed separately with the application. |
| (d) | Crucial date | The crucial date for determining the age limit shall be the closing date of receipt of application 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 and Kashmir State, Lahaul and Spiti District and pangi Sub-Division of Chamba District of Himachal Pradesh, Anadaman and Nicobar Island or Lakshadweep, 10 days extra). |
| (e) | Closing Date | Application complete in all respect should reach the school within 42 days (06 weeks) from the date of publication of the advertisement in Employment News. |
| (f) | Candidates are required to attach the attested copies of following documents with application. | (i) Certificate of passing and mark list in respect of Class X, Class XII, Degree, Post Graduation Degree and B.Ed. (ii) Proof of Date of Birth. (iii) Certificates to prove achievements in CCA, Sports and games. (iv) Experience Certificate. (v) Proof of Category (SC/ST/OBC/PH), if applicable. (vi) NCC Certificate. (vii) Two self addressed envelope with Rs 42/- Stamp affixed on them. |
| (g) | Note :- | SC/ST/OBC/EWS candidate applying against unreserved post will not be given age and other concessions applicable for SC/ST/OBC/EWS. Relaxation to ESM as per existing Govt Orders. |



9. **Selection Procedure :-**

(a) Scrutiny of original documents by the school. Candidates are required to produce the following documents in original for scrutiny :-

(aa) Certificate of passing and mark list in respect of Class-X, Class-XII, Degree, Post Graduation Degree and B.Ed.

(ab) Proof of date of birth.

(ac) Certificate to prove achievements in CCA, sports and games.

(ad) Experience Certificate.

(ae) Proof of Category (SC/ST/OBC/Physical Handicapped), if applicable.

(af) NCC Certificate.

(b) Self appraisal of approx 100-150 words. This will include their strength, weaknesses, achievements, reasons for opting teaching as profession and reasons for joining Rashtriya Military School.

(c) Interview.

(d) Teaching practice (Short listed candidates).

Note : Candidates scoring 50% and above in both self appraisal and interview will be subjected to the Teaching practice.

(e) Performance of candidates will be summarized as under for the purpose of drawing the final merit list :-

- | | |
|------------------------|------------|
| (aa) Interview | - 50 Marks |
| (ab) Teaching Practice | - 20 Marks |
| (ac) Self appraisal | - 20 Marks |
| (ad) Sports & Games | - 10 Marks |

10. **Important Instructions to the Candidates/Applicants:**

(a) Candidates appearing for recruitment will travel & stay on their own expenses/arrangements.

(b) Persons working in Central/State Govt/PSU must apply through proper channel along with the certificate from their establishment that no disciplinary action is contemplated/pending against them and that they have no objection in releasing them in case of selection.

(c) **New entrants to Government Service, entering on or after 01 Jan 2004 are governed by the New Defined Contribution Pension System (known as New Pension Scheme).**

(d) The Principal, Rashtriya Military School Ajmer shall not be responsible for any postal delay or failure.

(e) The Principal, Rashtriya Military School Ajmer reserves the right to change the number of vacancies if necessary.

(f) The candidates must clearly super scribe "Application for the post of Assistant Master _____" on the top of the envelope in Capital letters. The reserved category candidate also write their category on the left hand corner of the envelope.

(g) Ex-servicemen certificate should have been issued by the Competent Authorities. A copy of Discharge Certificate should also be enclosed. The Ex-servicemen candidate applying for the post should also have to give an Undertaking in the format given below.

(h) Candidates applying against a reserved post must enclose supportive documents viz caste certificate, disability certificate, non-creamy layer certificate in case of OBC etc. in support of their claim of belonging to the reserved category. Only self attested copies of certificates in support of Educational Qualification/Technical Qualification, Experience, caste, date of birth, PH and ex-servicemen are to be enclosed with the application.

(j) Incomplete or unsigned application and without Left/Right Thumb Impression or applications not accompanied by attested copies of certificates or application received at Rashtriya Military School, Ajmer after the last date of receipt of application or without two additional photographs duly self – attested or not adhering to instructions mentioned will be summarily rejected and no correspondence in this regard will be entertained.


(k) The applications can be filled by the candidates either in English or Hindi.

(l) Application will be accepted only through Registered Post or Speed Post. The application should be addressed to Principal, Rashtriya Military School, Ajmer.

(m) On final selection, the candidate will be liable to All India Service liability.

11. **Caution to all Applicants**

Some unscrupulous elements may approach you with the assurance of procuring appointment for you in the Rashtriya Military School Ajmer through illegal gratification. You must not fall prey to such elements in any way. It is emphasized and reassured that the selection test and exercise will be done on merit only in a transparent manner.


(Principal)
Rashtriya Military School
AJMER

**PROFORMA OF APPLICATION FOR THE VARIOUS POSTS IN GROUP "B" CATEGORY IN
RASHTRIYA MILITARY SCHOOL (RMS) AJMER**

Application for the post of Assistant Master

To

The Principal
Rashtriya Military School
Ajmer (RAJ)
Pin -305001

Photo Size
3.5 X 3.5 cm

1. Full Name (in Block Letters):(Eng).....
(As written in SSC Certificate)
(Hindi).....
2. Father's/Mother's /Husband's Name (in Block letters):.....
3. Date of Birth (as per the School Certificate):.....
4. Age (as on last date of receipt of application):..... Years..... months..... days.
5. Write category to which you belong to SC/ST/OBC/EWS):.....
(Enclose certificate in prescribed format)
6. Whether ex-serviceman, if yes give details i.e. length of service along with service discharge certificate.....
7. Whether Physically Handicapped (also indicate the type of disability)
8. Nationality :.....
9. Religion :.....
10. Address and Pin code in full for communication with nearest Railway Station
.....
.....
11. Telephone No./Mob. No :(Mandatory)
12. E-mail ID :(Mandatory)
13. Details of IPO/DD (Rs 100/-)
14. Whether Govt Servant, if yes, give details of post held, pay Scale and Date of entry in Govt Service :

Contd...2/-

15. Details of Academic/Technical & Professional Qualifications :

| Name of the Exam Passed | Year of Passing | Name of Recognized University/Board of Examination | % of Marks obtained | Division | Remarks |
|-------------------------|-----------------|--|---------------------|----------|---------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

(Attested copies of certificate in support of above are to be enclosed)

16. Teaching Experience if any (please attach certificate).

| Name of Institution | Classes Taught | Subjects Taught | Period | Remarks |
|---------------------|----------------|-----------------|--------|---------|
| | | | | |
| | | | | |
| | | | | |

17. Achievements in co-curricular activities and Games & Sports :-

18. Have you qualified Teacher Aptitude Test (CBSE/State), Yes/No, if yes marks /certificate of qualification :

19. Whether registered in employment office, if yes, give details

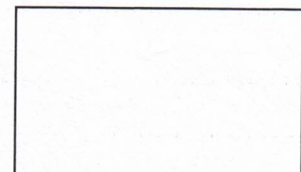
Declaration

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false/incorrect or ineligibility being detected before or after the selection my candidature will stand automatically cancelled.

(Signature of the candidate)

Name:.....

- Encls:** (a) Two Self-Attested Photographs
 (b) Postal Order/DD No.....& Date.....for Rs.100.
 (c) Attested copies of certificate: () sheets



(Left Thumb Impression of Male candidate & Right thumb impression in case of female candidate)

Declaration of OBC candidates only

(Similar endorsement should be given in the caste certificate from the competent authority)

I,..... Son/Daughter of Shri.....
Resident.....of Village/Town/City.....
District.....State..... Hereby declare than I belong to the
.....community which is recognized as a backward class by the
Government of India for the purpose of reservation in services as per orders applicable to the
concerned State. It is also declared that I do not belong to persons/Sections/Creamy Layer.

Place:

(Signature of the Candidate)

Date:

Name:.....

Declaration of SC/ST candidates only

(Similar endorsement should be given in the caste certificate from the competent authority)

I,..... Son/Daughter of Shri.....
Resident.....of Village/Town/City.....
District.....State..... Hereby declare than I belong to the
.....community which is recognized as a SC/ST by the Government of
India for the purpose of reservation in services as per orders applicable to the concerned State.

Place:

(Signature of the Candidate)

Date:

Name:.....

**FORM OF UNDERTAKING TO BE GIVEN BY CANDIDATES APPLYING
FOR CIVIL POSTS UNDER EX-SERVICEMEN CATEGORY**

I understand that, if selected on the basis of the recruitment/examination to which this application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the appointing authority that I have been duly released/retired/discharged from the Armed Forces and that I am entitled to the benefits admissible to Ex-Servicemen in terms of the Ex-Servicemen (Re-employment in Central Civil Services and Posts) Rules, 1979, as amended from time to time.

I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-Servicemen in regard to the recruitment covered by this examination, if I have at any time prior to such appointment secured and employment on the Civil side (including Public Sector Undertaking, autonomous Bodies/Statutory Bodies, Nationalized Banks, etc) by availing of the concession of reservation of vacancies admissible to Ex-Servicemen.

Place :

(Signature of the Candidate)

Date

Name:.....