

UTTAR PRADESH SAINIK SCHOOL, LUCKNOW
APPOINTMENT ON RE-EMPLOYMENT BASIS

1. The following posts of Allied Staff and Administrative Staff are required to be filled on re-employment basis:-

(i) ALLIED STAFF (RE-EMPLOYMENT BASIS)

SL No	Name of the Post	No of Posts & Reservation	Pay Matrix Level	Educational Qualifications	Remarks
1	PTI	01-OBC (Female)	05	(i) Minimum Intermediate or equivalent. (ii) Degree/Diploma in physical training from a recognised Institution. (iii) Minimum 03 years' experience in educational institution. (iv) Ex-serviceman from Army physical training or equivalent with 10 years of service will be given preference.	
		*01-UR			
2	Band Master	01-UR	03	(i) Potential Band master / Band Major / Drum Major Course at the AEC Training College and Centre, Pachmarhi (ii) Equivalent Naval /Air Force Courses.	
	Total	03			

2. **Source of Recruitment:** On the basis of re-employment after superannuation.

3. **Terms & Conditions:-**

- (i) Retired from Sainik Schools /Military Schools/Jawahar Navodaya Vidyalayas /Kendriya Vidyalayas / Ex Servicemen.
- (ii) Age Maximum 62 years .
- (iii) Initially selection will be made for 03 years extendable by two years or 65 years of age whichever is earlier.
- (iv) Selection will be based on merit /Interview.
- (v) Personnel retired from the service of Sainik Schools and Military Schools will be preferred.
- (vi) Fixed pay will be paid on the basis of last pay drawn minus pension drawn presently.
- (vii) Selected candidates will be provided with free accommodation subject to availability and all other such facilities as per the rules and regulations of UP Sainik Schools Society.

(ii) ADMINISTRATIVE STAFF (RE-EMPLOYMENT BASIS)

SL No	Name of the Post	No of Posts & Reservation	Pay Matrix Level	Educational Qualifications	Remarks
1	Librarian	01-UR	05	(i) Graduate with degree / diploma in Library Science from a recognised institution. (ii) Ability to converse fluently in English. (iii) Sound Knowledge of computer in MS office and web browsing (iv) Worked in Sainik Schools will be preferred.	
2	House Matron (Hostel Superintendent)	02-SC 01-OBC 02-UR (Female) 01-UR	05	Essential (i) Should have passed Intermediate or equivalent examination and should be able to converse fluently in English (ii) Basic knowledge of account keeping Desirable (i) B.A./B. Sc/B.Com degree. (ii) Attainments in sports / Art/ Music (iii) For the post of Matron in Junior/Holding Houses, mature ladies without encumbrances and with experience of handling children with affection will be preferred. (iv) Sound Knowledge of computer in MS office and web browsing (v) Worked in Sainik Schools will be preferred.	
3	Medical Matron	01-UR	05	(i) Degree / Diploma in general nursing with fluency in English language. (ii) Minimum 10 years' experience in nursing profession in supervisory cadre. (iii) Experienced ex-servicemen worked in Sainik Schools will be preferred. (iv) Sound Knowledge of computer in MS office and web browsing (v) Worked in Sainik Schools will be preferred.	
4	Mess-Cum-Estate Manager	01-UR	05	Essential (i) Diploma /Degree in catering from a recognised institution and or Should be Graduate in Agriculture or Animal Husbandry or equivalent (ii) At least five years' experience of running a catering organisation independently in the civil, in the Defence Services or in any other similar organisation. (iii) Ability to maintain mess accounts. Desirable (i) JCO or equivalent from catering trade or with more than 05 years catering experience. (ii) Sound Knowledge of computer in MS office and web browsing (iii) Worked in Sainik Schools will be preferred.	

5	Head Clerk (Office Superintendent)	01-UR	06	(i) Graduate with 10 years office experience of a supervisory post in a Govt. or commercial establishment; 07 years' experience as UDC or equivalent in the school ; and (ii) Ability to correspond independently in Hindi and English (iii) Working Knowledge of computer (iv) Head Clerk (Office Superintendent) worked in Sainik Schools will be preferred.	
6	Assistant Accountant	01-UR	04	(i) B. Com with adequate knowledge of double entry system of accounting. Or should have worked as an Accountant for at least 10 years in a Govt. or private organization and must be fully conversant with maintenance of accounts in double entry system , and; (ii) Ability to correspond it Hindi and English independently. (iii) Sound Knowledge of computer in MS office and web browsing (iv) Worked in Sainik Schools will be preferred.	
7	Lower Division Clerk	01-SC 02-UR	03	(i) Intermediate (ii) Typing speed of at least 40 words per minutes in Hindi and English on computer (iii) Ability to correspond in English and Hindi will be considered as additional qualification. (iv) Sound Knowledge of computer in MS office and web browsing (v) Worked in Sainik Schools will be preferred.	
8	Store Keeper	01-UR	02	(i) Intermediate (ii) Knowledge of Maintaining accounts of articles of stores and materials. (iii) Inventory, procurement, working on GeM portal etc. (iv) Sound Knowledge of computer in MS office and web browsing (v) Ex-servicemen with sound knowledge of above will be preferred. (vi) Worked in Sainik Schools will be preferred.	
9	Building Steward	01-UR	02	(i) Intermediate Degree /Diploma in civil Engineering/draftsman civil (ii) Sound Knowledge of computer in MS office and web browsing (iii) Worked in Sainik Schools will be preferred.	

10	Treasurer	01-UR	02	(i) Intermediate with adequate knowledge of double entry system of accounting. (ii) Should have worked as a treasurer / Cashier and fully conversant with maintenance of accounts in double entry system (iii) Sound Knowledge of computer in MS office and web browsing (iv) Worked in Sainik Schools will be preferred.	
	Total	17			

2. Source of Recruitment : On the basis of re-employment after superannuation.

3. Terms & Conditions :-

- (i) Retired from Sainik Schools /Military Schools/Jawahar Navodaya Vidyalayas /Kendriya Vidyalayas / Ex Servicemen.
- (ii) Age Maximum 62 years .
- (iii) Initially selection will be made for 03 years extendable by two years or 65 years of age whichever is earlier.
- (iv) Selection will be based on merit /Interview.
- (v) Personnel retired from the service of Sainik Schools and Military Schools will be preferred.
- (vi) Fixed pay will be paid on the basis of last pay drawn minus pension drawn presently.
- (vii) Selected candidates will be provided with free accommodation subject to availability and all other such facilities as per the rules and regulations of UP Sainik Schools Society.