

**Prarambh School for Teacher Education  
Model School Campus, Jhajjar-Bahadurgarh Road  
Jhajjar, Haryana- 124104**

**Advertisement No.:1-2016/Prarambh/112**

**Dated: - 21/04/2016**

Opening date for submission of online application : 10.00 AM on 02.05.2016  
Closing date for submission of online application : 05.00 PM on 25.05.2016  
Last date for deposit of fees : 04.00 PM on 30.05.2016

Prarambh School for Teacher Education (henceforth called as Prarambh) has been set up by Government of Haryana as an autonomous body to function as a leading institute in the state, in the field of policy making, quality research, innovation, pre-service and in-service training.

Online applications are invited from Indian nationals, possessing excellent academic background, commitment to quality teaching and potential to carry out research in the field of education, for the posts detailed below. These posts are to be filled up purely on temporary basis and are likely to continue. The online application form can be filled up from 10.00 AM on 2.5.16 up to 5.00 PM on 25.5.16 thereafter, website link will be disabled. The candidates are strongly advised to apply online well in time without waiting for the last date of submission of online application. The printed copy of the online application form along with necessary certificates will be brought by the candidate at the time of interview & verification of document. No offline application form or copy of downloaded application form will be accepted by the office. Qualification/ eligibility conditions, age and certificates will be determined with regard to the last date fixed for submission of online application form. The details of posts are as under:-

**(A) Faculty Positions**

Posts: 1) Principal = 1

2) Assistant Professor = One post each in Hindi, English, Physics, Chemistry, Zoology, Botany, Mathematics, Environmental Science, History, Geography, Economics, Political Science, Philosophy, Psychology, Sociology, Research, Physical Education, Arts, Music & Aesthetics.

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**Qualification & Experience for the Posts:-**

S No.	Designation and Post	No. of post (category wise)	Academic qualification and experience	Scale of pay/pay band and grade pay
1	Principal	01	(i) Master degree in Science/ Humanities/ Commerce with 55% marks (ii) M.Ed. with 55% marks or its equivalent. (iii) Ph.D. in Education (iv) 10 year teaching experience out of which at least 8 years' teaching experience in a Secondary teacher education institution. (v) Consistently good academic record (vi) Conversant in IT skills and effective use of new technologies as tools for learning (vii) Matric with Hindi/Sanskrit or 10+2/ B.A. /M.A. with Hindi as one of the subjects. (viii) Age not less than 35 years.  <u>Desirable:</u> Experience of working in a residential institute.	PB-IV (37400 - 67000 +GP 10000)
2.	<b>Assistant Professor in Science, Social science, Languages, Foundation courses, Curriculum and pedagogic Courses</b>			
	Hindi, English, Physics, Zoology, History, Political Science, Botany, Chemistry, Mathematics, Philosophy, Psychology, Research, Geography, Economics, Sociology, Environmental	01 post for each subject	(i) Masters degree in relevant subject with 55% marks. (ii) M.Ed. degree with minimum 55% marks (iii) NET in Education OR in the relevant subject (iv) 2 year teaching experience in relevant subject in any recognized degree college/secondary teacher education institution or two years full time experience in a University Department. (v) Consistently good academic	PB III (15600- 39100+ GP 6000)

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Science.		<p>(vi) record</p> <p>(vi) Conversant in IT skills and effective use of new technologies as tools for learning</p> <p>(vii) Matric with Hindi/Sanskrit or 10+2/ B.A. / M.A. with Hindi as one of the subject.</p> <p><b>Note:</b> In case of Asstt. Professor in Research, Specialisation in statistics or Economics or Research at post graduate in addition to be above qualification would be essential.</p>	
<b>3. ASSISTANT PROFESSORS IN SPECIALISED COURSES</b>			
a) Physical Education	01	<p>(i) Master of Physical Education (M.P.Ed./M.A. Physical Education) with minimum 55% marks; and</p> <p>(ii) NET in Physical Education</p> <p>(iii) 2 year teaching experience in relevant subject of any recognized degree college/secondary teacher education institution or Two years full time experience in a University Department.</p> <p>(iv) Consistently good academic record.</p> <p>(v) Conversant in IT skills and effective use of new technologies as tools for learning</p> <p>(vi) Matric with Hindi/Sanskrit or 10+2/ B.A. / M.A. with Hindi as one of the subject.</p>	PB III (15600-39100+ GP 6000)
b) Arts	01	<p>(i) Post Graduate degree in Fine Art (MFA) with minimum 55% marks; and</p> <p>(ii) NET in concerned subject</p> <p>(iii) 2 year teaching experience in relevant subject of any recognized degree college/secondary teacher</p>	PB III (15600-39100+ GP 6000)

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			<p>education institution or Two years full time experience in a University Department.</p> <p>(iv) Consistently good academic record</p> <p>(v) Conversant in IT skills and effective use of new technologies as tools for learning</p> <p>(vi) Matric with Hindi/Sanskrit or 10+2/ B.A. / M.A. with Hindi as one of the subject.</p>	
	c) Music & Aesthetics	01	<p>(i) Post Graduate degree in Music/ Dance/ Theatre Arts with minimum 55% marks;</p> <p>(ii) NET in concerned subject</p> <p>(iii) 2 year teaching experience in relevant subject of any recognized degree college/secondary teacher education institution or Two years full time experience in a University Department.</p> <p>(iv) Consistently good academic record</p> <p>(v) Conversant in IT skills and effective use of new technologies as tools for learning</p> <p>(vi) Matric with Hindi/Sanskrit or 10+2/ B.A. / M.A. with Hindi as one of the subject.</p>	PB III (15600-39100+ GP 6000)

(B) Prarambh also invites application from Indian nationals for the following administrative/accounts & supporting staff posts purely on temporary basis but likely to be continued in the Institute:

S. No.	Designation of Post	No. of posts	Qualification for appointment	Scale of pay/pay band and grade pay
1.	Manager HR	01	<p>(i) MBA in Human Resources with 60% marks.</p> <p>(ii) Proficiency in the use of ICT and</p> <p>(iii) Matric with Hindi/ Sanskrit</p>	PB-II (9300-34800+ GP 4200)

			or 10+2/B.A./ M.A. (iv) Consistent Good Academic Record.	
2.	Assistant	02	(i) Graduate with 55% marks. (ii) Matric with Hindi/ Sanskrit or 10+2/BA with Hindi as one of the subject. (iii) Proficiency in the use of ICT. (iv) 5 years experience as Assistant in Govt./ Recognized Institute/ Progressive Public School.	PB-II (9300-34800+ GP 3200)
3.	Accountant	02	(i) B.Com with 60% marks. (ii) Matric with Hindi/ Sanskrit or 10+2/BA with Hindi as one of the subject. (iii) Proficiency in the use of ICT.	PB-II (9300-34800+GP 3200)
4	Sr. Scale Stenographer	01	(i) Bachelor's Degree with 55% marks (ii) Qualify State Eligibility test in Computer Appreciation and Application (SETC). (iii) English shorthand at a speed of 100 words per minute and transcription speed of 20 words per minute and mistakes should not exceed 6% and typing speed 30 words per minute on computer. (iv) Matric with Hindi/Sanskrit or 10+2/BA with Hindi as one of the subject. (v) Proficiency in the use of ICT.	PB-II(9300-34800+GP 3200)
5.	Hostel Warden/ Hostel supdt.	02	(i) Graduation with 55% marks. (ii) Matric with Hindi/ Sanskrit or 10+2/BA/M.A. with Hindi as one of the subject. (iii) Proficiency in the use of ICT. (vi) Five years experience from Govt./recognized/progressive public school.	PB-II (9300-34800+ GP 4200)
6.	Information Manager-cum-Librarian	01	(i) At least 55% marks in aggregate in any of the following: B.E. or B. Tech. (Comp. Sc./IT) from a recognized university	PB-II (9300-34800+ GP 3600)

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			<p>OR</p> <p>B.E. or B.Tech. (Any stream) and Post Graduate Diploma in Computer from a recognized university.</p> <p>OR</p> <p>M.Sc. (Comp.Sc.) / MCA or equivalent and Post Graduate Degree in any subject from a recognized university</p> <p>OR</p> <p>Post Graduate Diploma in Computer and Post Graduate Degree in any subject from a recognized university.</p> <p>(ii) B. Lib. From any recognized university. (In case candidate does not possess this qualification, he shall have to complete Bachelor of Library and Information Science (BLIS) from IGNOU within two years of taking the assignment. An undertaking to this effect shall have to be given by him/her)</p> <p>(iii) Knowledge of Multi Media &amp; Web Technology, Computer Science and Informatics Practices.</p> <p>(iv) Matric with Hindi/ Sanskrit or 10+2/BA with Hindi as one of the subject.</p> <p>(v) Consistently Good Academic Record.</p> <p><u>Desirable:</u> M.Lib. or B.Ed. degree from a recognized university.</p>	
7	Clerk	02	<p>(i) Graduation with 55%</p> <p>(ii) Shall have to qualify state eligibility test in Computer Appreciation and Application (SETC).</p> <p>(iii) 1 year Diploma in Computer Applications.</p> <p>(iv) 2 years experience in any State Government, Govt. of India/Govt. Undertaking/Societies.</p>	PB-I(5200-20200+GP 1900)

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			<p>(v) Matric with Hindi/Sanskrit or 10+2/BA with Hindi as one of the subject.</p> <p>(vi) Proficiency in operation of computer (word processing and spread sheets).</p> <p>(vii) Typing speed in English of 30 w.p.m. on computer</p>	
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**Note:-**

- (i) Professional Training Diploma or Certificate awarded by any State, Board or University other than Haryana Education Department will be recognized only if this Degree or Diploma or Certificate has been recognized by the Haryana Government.
- (ii) Candidate possessing higher academic or professional qualification will not be eligible unless he possesses the minimum qualifications, experience and other eligibility conditions, if any, prescribed for the said post.
- (iii) Consistent Good Academic Record means that a candidate should either have average of 55% marks in two of the three examinations (not below Matric or equivalent) prior to Master's degree or 50% marks in each of these two examinations separately. The following relation will however operate.

i)	Candidates having 55% or above marks in M.A./M.Sc./M.Com in the relevant subject and possessing Ph.D. degree.	The criteria of good academic record will not apply at all.
ii)	Candidates having 55% or above marks in M.A./M.Sc./M.Com in the relevant subject and possessing M.Phil. degree.	Should have 50% marks in one of the lower exams i.e. Graduation/Prep/ 10+2/ Matric.
iii)	Candidates obtaining first class first in the University in the relevant subject in M.A./M.Sc./M.Com.	Should have 50% marks in one of the lower exams i.e. Graduation/Prep/ 10+2/ Matric.

- (a) B in the 7 point scale with latter grade O, A, B, C, D, E & F shall be recorded as equivalent of 55% wherever the grade system is followed.
- (b) B.Ed. in the lower examination for determining Good Academic Record wherever M.Ed. is the required essential qualification.

- (iv) Consistent Good Academic Record means that where no specific percentage has been mentioned in the lower qualification than the prescribed essential qualification, one must secure 55% marks in one lower examination and 50% in another lower examination, if any.

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- (v) Candidates who have a Ph.D. degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET for recruitment and appointment of Assistant Professor.

### General Information

- (i) Degree as referred above should have been awarded by a recognized University/ Institute
- (ii) Mere eligibility will not vest any right on any candidate for being called for interview. The decision of the Institute in all matters will be final. No correspondence will be entertained from the candidates in connection with the process of selection/interview.
- (iii) Since applications are being only invited online, all documents will be checked at the time of the interview.
- (iv) The Institute reserves the right to call only the requisite number of candidates for interview after shortlisting with reference to the candidate's qualification, suitability, experience, requirement, etc.
- (v) Age limit for all the posts (except that of Principal) is between 18-42 years as on the last date for submission of application.
- (vi) Age concession is allowed as per Govt. of Haryana instructions.
- (vii) Fees payable:  
(a) For General, BC & other categories candidates Rs. 1000/- + Bank charges  
(b) Female/SC candidates of Haryana State Rs. 500/- + Bank charges
- (viii) The Institute reserves the right to fill or not to fill any or all the posts advertised.
- (ix) Persons employed in Government Organizations/ Quasi Government Organizations should submit NOC's from their present employer, at the time of the interview (if shortlisted).
- (x) Canvassing in any manner would entail disqualification of the candidature.
- (xi) Any dispute with regard to the selection/ recruitment process will be subject to Courts/Tribunal having jurisdiction over Jhajjar/ Haryana.
- (xii) In view of posts now proposed to be filled up on regular basis, the earlier advertisement no. SSA/Admn./10376 dated 25.7.14 for contractual engagements is hereby scrapped.
- (xiii) Reservation: Without any compromise on qualification, experience and competence, reservation as per Government of Haryana rules is applicable.
- (xiv) In respect of claim of experience, the candidate will submit the following documents to support the experience certificate document:-

1. Appointment letter.

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2. Bank Statement as proof of receipt of salary in his/her account from his/her employer. Only vouchers for receipt of payment of salary is not acceptable.

OR

Form 26AS of Income Tax Department showing deduction by the employer.

OR

E.P.F. Statement linking deposit of PF by your employer

- (xv) Information is also available on Parishad's website [www.hsspp.in](http://www.hsspp.in). Any modification/ amendment/ notice/ clarification with regard to the recruitment process will be posted on the website [www.recruitment-portal.in](http://www.recruitment-portal.in) and [www.hsspp.in](http://www.hsspp.in). Candidates are advised to keep on checking the website for regular updates.

Candidates possessing requisite qualification & experience are required to apply online only on the website <http://recruitment-portal.in> latest by 25.5.2016.

For any other details please contact Principal, Prarambh School for Teacher Education, Model School Campus, Jhajjar-Bahadurgarh road, Opposite Nehru College, Jhajjar, Haryana.

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