

"Society for Promotion of Quality Education for Poor and Meritorious Students of Punjab"

Vidya Bhavan (Punjab School Education Board), Block – E, Fourth Floor, Phase-8, SAS Nagar (Mohali)

Public Appointment

Senior Secondary Residential School for Meritorious Students at **Patiala** is being started by the above said Society for the Meritorious Students who have scored 80% or more marks in the Matriculation Examination, to continue their studies for class 10+1 and 10+2. Teaching staff as described below is to be appointed on purely contractual basis, regarding which online applications are invited from the eligible candidates from 06-05-2014 to 20-05-2014 by 5:00 pm on the website of the department i.e. www.ssapunjab.org Terms and conditions and other information related to these posts are as below.

1. Description of Post, Educational Qualifications and Salary:

S.No.	Name Of Post	Educational Qualification	Subject	No. of Posts	Category		Salary
					General	SC	
1	Lecturer	MA/M.Sc./M.Com. (Atleast 55% marks in the concerned subject) and B.Ed. (in concerned subject)	English	2	1	1	10300-34800+ GP 5400
			Punjabi	2	1	1	
			Maths	2	1	1	
			Physics	4	3	1	
			Chemistry	4	3	1	
			Biology	2	1	1	
Commerce	3	2	1				

It is hereby clarified that candidates of other categories can also apply against the posts reserved for general category, but no other benefit except upper age limit relaxation would be given to them on the basis of their being related with a particular category.

2. Age Limit: Description of Age limit for the posts is as below:

- a) The minimum age of a prospective candidate should not be less than 18 years and not more than 38 years as on 01-01-2014.

- b) The upper age limit for the SC and ST candidates of Punjab would be 43 years as on 1.1.2014.
- c) The upper age limit for the State and Central government employees would be 45 years.
- d) In case of Ex-servicemen of Punjab, the service rendered by them in the armed forces would be subtracted from their actual age, and if the resulting age after this subtraction comes out to be three years more than the upper age limit as prescribed above then they would have to satisfy regarding the upper age limit condition as per the service rules.
- e) The upper age limit for the Widow or Divorcee woman shall be 45 years.
- f) The upper age limit for the handicapped persons of the State of Punjab shall be 47 years.
- g) The prospective candidate must have passed Matriculation examination with Punjabi or any other equivalent examination in Punjabi Language. In the event of selection of an eligible candidate without being passed the Punjabi language upto matriculation standard he or she will have to pass Matriculation examination with Punjabi or any other equivalent examination in Punjabi Language. within period six months of his/her initial appointment.

3. Brief conditions for declaring a candidate to be ineligible:

- a) In case Punjab School Education Department, Recruitment Board or any other Institution declares the candidate as ineligible.
- b) Wrong, incorrect or false information supplied in the application.
- c) Unfulfilled conditions regarding educational qualification, age etc.

4. Description of Fee:

Rs.250/- for SC/ST/Handicapped and Rs.500/- for General & others (Non refundable). No fee for Ex-Servicemen-(Self)

5. Reservation Certificate:

a) Only the bonafide residents of State of Punjab shall be eligible to avail the benefits of reservation. The certificates of SC & ST candidates should have been issued by Welfare Department Government of Punjab and in case of Ex-servicemen such certificate should have been issued by their concerned Department as per prevailing instructions.

b) The Female candidates of SC/ST and BC categories whose certificates are made by the name of their husband(s) after their marriage would have to produce at the time of counseling, either the certificate(s) in which name of their father is mentioned or the certificate of their father defining their category, failing which their candidature would be cancelled.

6. Selection Criteria:

A screening test would be conducted in order to short list all the candidates who are applying, but the candidates having passed the National Eligibility Test (NET) would be exempted from this screening test and shall be treated at par with those who may qualify the screening test. Thereafter, the process of scrutiny of documents would be adopted to ascertain the genuineness of the documents and preparation of provisional merit from amongst the candidates placed higher in merit in screening test and the NET qualified candidates . Provisional merit of the candidates shall be prepared as per the following criteria:

S.No.	Qualification	Weightage/Marks
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1	Graduation	20%
2	Post Graduation (in concerned subject)	50%
3	B.Ed. (in concerned subject)	20%
4	M.Phil (in concerned subject)	5%
5	Ph.D.	5%
Total		100

The provisional merit of the marks obtained by a candidate as per the above weightage would be multiplied by 0.9 to obtain the actual merit. From the provisional merit obtained as above, three times of candidates to that of advertised posts would be called for interview for which maximum 10 marks have been prescribed to be given by the Recruitment Board on the basis of performance of candidates during the course of interview and thereafter final merit list shall be prepared of successful candidates.

Note:- Notice regarding the syllabus, scheme of examination date and time of scrutiny of documents process etc. would be displayed separately on the SSA website www.ssapunjab.org

7. General Instructions:

- i) The candidate(s) selected against these posts would be supposed and required to perform their services only in the **Senior Secondary Residential School for Meritorious Students** at **Patiala** and the selected candidates would not be allowed for transfer in any other school.
- ii) Initially the appointment for the posts in question are to be made on contractual basis for a period of one year. However, the offer may be extended for the next year depending upon the work, conduct and character of the selected candidate being found to be satisfactory.

iii) It is made clear that the posts in question are to be filled up on purely contractual basis and no benefit, whatsoever, shall be given to the successful candidates for the past service which they may have rendered in any Department of the State or Central Governments.

iv) In case of any mistake being committed in filling the application form, the candidate would be responsible for the same.

v) The prospective applying candidate has to verify himself that he/she fulfils all the eligibility conditions for the post applied. Mere appearing in the examination and qualifying the test will not confer any legal right for being appointed to the post. The selection for appointment shall be made on the basis of his eligibility. Verification of original documents shall be done at the time of scrutiny of documents process. The purpose would be to verify different records regarding identification, age, qualifying examination, state of eligibility, category etc. of the candidate. In the absence of any of document the candidate will not be considered for recruitment.

vi) At the time of interview, the candidates would be required to bring all their educational/professional qualification certificates, experience certificates and certificates of category etc. along with their self attested copies in a file. All these documents should have been issued before the last date of submissions of applications. Any such certificate which is found to have been issued after the last date of submission of applications will not be considered. The candidate must have fulfilled his/her essential educational qualification on or before the last date of submission of applications.

vii) In case any of the documents supplied by the candidate is found to be incorrect or forged his or her name would be excluded from the merit list and an FIR would be registered against him/her on the spot.

viii) In case any dispute arises with regard to equivalency of the qualification or eligibility, the decision of the Recruitment Board shall be final and binding upon all the parties.

ix) In case a candidate fails to produce his or her educational, professional and other documents, his or her candidature shall be rejected out rightly.

x) No TA/DA shall be paid to the candidates for attending interview.

xi) The candidates are advised to keep in touch with the website regularly for latest updates regarding interview and other important information. No separate

information regarding this would be sent to them. They are also advised to go through all the instructions carefully.

xii) In the event of failure to attend the interview, the candidature of an applied candidate shall be cancelled and no further chance shall be given to him or her in any circumstances, whatsoever.

How to apply online:

- (a) The application can be filled online only on the website www.ssapunjab.org
- (b) Fill the online Registration form available on the website www.ssapunjab.org
- (c) On successful registration, candidates are required to take the print out (Acknowledgement Slip) which will have registration number, password, fee details and designated banker etc. printed on it.
- (d) One day after registration, candidates can generate Bank Chalan and deposit the fee in State Bank of Patiala.
- (e) The registration of the candidate will be confirmed within 48 hours of depositing the fee in the bank. After confirmation of fee, candidate can fill Online Application form.
- (f) Photo and Signature (In Jpeg format) must be uploaded while applying online application form.
- (g) Candidates are advised to retain the printout of Online Application form.

Important Dates:

- First a candidate will have to register online, the last date for which is 20-05-2014 (till 5:00 pm).
- After registration, a candidate will generate a Bank Chalan and the required fee for application can be deposited in the concerned bank by or before 22-05-2014.
- After deposition of fee in the bank and confirmation, a candidate can fill online application form, the last date for which is 25-05-2014 (till 5:00 pm).

Note:-

- 1.) The Medium of instructions in these special schools is English and these schools are affiliated with PSEB.
- 2.) The posts in question are liable to be abolished at any time.
- 3.) The candidates are hereby advised to go through all the terms and conditions of recruitment carefully and apply only thereafter.
- 4.) Helpline 0172-5212318

Director of Public Instruction (SE)
Punjab-cum-Project Director