



# APPLICATION FORM FOR THE POSTS OF TEACHERS IN VIVEKANANDA KENDRA VIDYALAYAS IN NORTH - EAST

(For office use only)



Name of the Vidyalaya / Centre where the application is deposited : .....

Regn. No.

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Eligibility Checked

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Sign. of Principal/Official

### Application for the post of

(Please ✓ in the appropriate box)

- 1. Senior Secondary Teacher
- 2. Secondary Teacher
- 3. Primary Teacher
- 4. Librarian
- 5. Physical Education Teacher
- 6. Music Teacher (Vocal)
- 7. School Counsellor
- 8. Others (Specify) .....

(For posts 1, 2 & 3 candidates may tick in more than one box if they are to be considered for more than one level.)

Place of Interview:.....

(Refer Pt. 9 in the Instructions for candidates of Guidelines)

### Preference of posting in the state :

- Assam
- Nagaland

Subject: .....

**In Major / Honours or in Master Degree. Candidates without major or honours in graduation should keep this space blank.**

1. Name of the candidate (In BLOCK Letters) : \_\_\_\_\_

2. Father's/Guardian's Name : \_\_\_\_\_

3. Sex : Male / Female

4. Marital Status : Married / Unmarried

5. Date of Birth : \_\_\_\_\_

6. Age as on 1<sup>st</sup> January 2019 : \_\_\_\_\_

7. Nationality : \_\_\_\_\_

8. Religion : \_\_\_\_\_

9. Permanent Address : \_\_\_\_\_

Tel. No.(with STD Code) \_\_\_\_\_

PIN \_\_\_\_\_

10. Present Address : \_\_\_\_\_

(Address for Communication) \_\_\_\_\_

Tel.No. \_\_\_\_\_ PIN \_\_\_\_\_

e-mail \_\_\_\_\_

Affix  
Passport  
Size  
photograph

II. Academic Qualifications (from H.S.L.C./ Matriculation onwards) :

*(Do not Enclose Photostat copies of Marksheets / Certificates)*

Sl. No.	Name of the Exam/Degree	Year	School/College/Institution/University	Subjects	Division/ Class	Percentage/ CGPA
1						
2						
3						
4						
5						

12. Other Qualification(s) :  
i. \_\_\_\_\_  
ii. \_\_\_\_\_  
iii. \_\_\_\_\_

13. Scholarships/Awards won. Details : \_\_\_\_\_

14. Aptitude:  
a) Teaching (Specific Subjects) - \_\_\_\_\_  
b) Other areas - \_\_\_\_\_  
c) Proficiency in Games - \_\_\_\_\_  
d) Hobbies - \_\_\_\_\_

15. Family :  
a) Members in your family - \_\_\_\_\_  
b) Occupation of Father/ Mother/  
Husband/Wife- \_\_\_\_\_

16. Work Experience (if any) :  
i. \_\_\_\_\_  
ii. \_\_\_\_\_  
iii. \_\_\_\_\_  
iv. \_\_\_\_\_

17. a) Monthly Salary Last drawn (gross)..... b) Expected salary (p.m.).....

18. Whether you are involved in any police case, or any criminal case is pending against you with any court of law :

Yes / No

If 'yes', give details : \_\_\_\_\_  
\_\_\_\_\_

19. Aspiration (which you believe will be valuable to this institution)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

20. I solemnly state that all the above particulars / statements are true to the best of my knowledge and belief. I also understand that in case any particular given above is found to be false at any later date, my services are liable to be terminated without any prior notice.

Date:

Place: (Signature of the Applicant)

**Notes-**

- i. This form is to be submitted in duplicate by post or by person in any of the Vivekananda Kendra Vidyalayas in Assam/ Nagaland or Vivekananda Kendra Shiksha Prasar Vibhag, S.C. Goswami Road, Near Shukreswar Temple, Panbazar, Guwahati-781001 or in the addresses at Agartala, Alipurduar, Dharmanagar, Imphal, Jorhat, Lakhimpur given in the last page of the Guidelines for Applicants. We will try to call you for interview to the place which you have opted in the application forms.
- ii. Application will be rejected in case at any stage it is found that the candidate is not meeting the minimum laid down criteria or has furnished false information.

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Date:

Place:

(Signature of the Applicant)

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## **GUIDELINES FOR APPLICANTS REGARDING THE SELECTION PROCESS FOR THE POSTS OF TEACHERS / OTHER STAFF IN VIVEKANANDA KENDRA VIDYALAYAS IN NORTH-EAST**

### Stages of Selection :

- |           |   |   |
|-----------|---|---|
| Stage I   | - | Processing of Application Forms   |
| Stage II  | - | Personal Interview  |
| Stage III | - | Demonstration Class and Evaluation of Teaching Skills<br>(For Secondary & Senior Secondary Teachers only) |
| Stage IV  | - | Performance in a three days residential Teachers' Orientation Camp  |

### Teachers are required for the following subjects :

Physics, Chemistry, Mathematics, Biology (Botany/ Zoology), Computer Science, English, Hindi, Sanskrit, Geography, Political Science, History, Economics, Accountancy, Business Studies, Fine Arts/ Painting, Home Science, Physical Education, Music(Vocal), Library- Science(for the post of Asst. Librarian), Counsellor, Band Trainer.

### Essential Qualification(s) :

- |                              |   |   |
|------------------------------|---|---|
| Senior Secondary Teacher     | - | Post Graduate in relevant subject.<br>Preference will be given to candidates having B.Ed. degree.                                     |
| Secondary Teacher            | - | Post Graduate/ Graduate with Major in relevant subject.<br>Preference will be given to candidates having B.Ed. degree.                |
| Primary Teacher              | - | Graduate in relevant subject.<br>Preference will be given to candidates having B.Ed./D.El.Ed degree.                                  |
| Physical Education Teacher   | - | Master / Bachelor of Physical Education or equivalent.  |
| Painting / Fine Arts Teacher | - | Bachelor / Master of Painting or Fine Arts or equivalent.   |
| Music Teacher                | - | Bachelor / Master of Music or equivalent.   |
| Librarian                    | - | Bachelor of Library Science or equivalent.  |
| School Counsellor            | - | Graduate / Post Graduate in Psychology or Post Graduate in Child Development<br>or Post Graduate with Diploma in Career & Counselling |
| School Band Trainer          | - | Higher Secondary with appropriate training in band and can<br>himself/herself play at least two instruments.                          |

### Instructions for candidates :

1. Please ensure that you meet the eligibility conditions as mentioned above.
2. Obtain the application form in duplicate and guidelines for applicants on a nominal payment of ₹ 50/- from any Vivekananda Kendra Vidyalaya in Assam / Nagaland; Vivekananda Kendra- Jorhat; Vivekananda Kendra- Lakhimpur; Sri H. Siddharth Singh, Vivekananda Store, Keishampat, Airport Road, Imphal West, Manipur-795001; Dr. Basudeb Bhattacharya, C/O- Prof. Bhakti Prasanna Bhattacharjee P.O.-Indranagar, Opp.- Samaj Sangha Club, ITI Road, Agartala, Tripura-799006; Sri Nabendu Dey, Netajipara, Netaji Chowmuhani, Dharmanagar, North Tripura, P.O. Dighalbank-799251; Sri Babulal Parik, C/O- Mahavir Stores, Station Road, Alipurduar or from our administrative office - **Vivekananda Kendra Shiksha Prasar Vibhag (VKSPV), S. C. Goswami Road, Near Shukreswar Temple, Panbazar, Guwahati-781001**. Candidates who request the in-charge of administrative office of VKSPV (the address of which is given above) to send application forms by post have to pay a nominal amount of ₹ 50/- at the time of attending the interview towards the cost of application kit.
3. Please fill up the application form in duplicate.
4. Paste your photographs at the appropriate place in both the forms.
5. Submit filled-up application form in duplicate by post or by person to any Vivekananda Kendra Vidyalaya in Assam and Nagaland or Vivekananda Kendra- Jorhat; Vivekananda Kendra- Lakhimpur; Sri H. Siddharth Singh, Vivekananda Store, Keishampat, Airport Road, Imphal West, Manipur-795001; Dr. Basudeb Bhattacharya, C/O- Prof. Bhakti Prasanna Bhattacharjee P.O.-Indranagar, Opp.- Samaj Sangha Club, ITI Road, Agartala, Tripura-799006; Sri Nabendu Dey, Netajipara, Netaji Chowmuhani, Dharmanagar, North Tripura, P.O. Dighalbank, Pin-799251; Sri Babulal Parik, C/O Mahavir Stores, Station Road, Alipurduar or at our administrative office- **Vivekananda Kendra Shiksha Prasar Vibhag (VKSPV), S.C. Goswami Road, Near Shukreswar Temple, Panbazar, Guwahati-781001** along with a self addressed envelope (9" x 4") with a postage of ₹ 5/- affixed on it and a **bank draft of ₹ 500/- (Rupees Five Hundred Only)** towards **application fee in favour of Vivekananda Kendra Shiksha Prasar Vibhag, payable at Guwahati**.
6. The detailed postal address of all our Vidyalayas / Centres are given overleaf.
7. The **last date** of receipt of application forms in all our Vidyalayas / Centres as well as our administrative office at Guwahati is **21<sup>st</sup> January 2019**.
8. The tentative dates for interview will be in the month of February / March 2019.
9. Interview will be held at the following places-  
**Agartala, Alipurduar, Dhemaji, Dibrugarh, Dharmanagar, Guwahati, Golaghat, Imphal, Kajalgaon, Silchar, Tezpur.**
10. A candidate may choose any one of the above locations as the place of her/his interview and she/he has to mention the same in the appropriate place in the application form.

11. Place of interview once chosen cannot be changed. However management reserves the right to cancel any of the places mentioned above if sufficient candidates do not opt for that location and in that case the applicants will be asked to appear in interview in a nearby location.
12. The place, date and time of interview will be mentioned in the call letter.
13. Candidates who do not receive the call letters within **30<sup>th</sup> January 2019** may contact the Principal / In-charge of the school / centre where she/he has deposited the application form.
14. No TA/DA will be paid to candidates for attending the interview.
15. Candidates found suitable in the interview may be called for a demonstration class in any of the Vidyalayas. VKSPV will pay the traveling expenses (Non A/C bus or sleeper / general class railway ticket fare by the nearest route) to candidates for attending the demonstration class.
16. Candidates provisionally selected on the basis of interview-cum-class demonstration (interview only in case of posts other than Secondary & Senior Secondary Teachers) will be called for residential Teachers' Orientation Camp for three days by the **2<sup>nd</sup> / 3<sup>rd</sup> week of March 2019**. The final selection and posting will depend on the performance of candidates in the camp.
17. **The finally selected candidates have to join their duty in respective schools on 1<sup>st</sup> April 2019.**
18. The initial monthly emoluments for different levels are mentioned below-
 

Senior Secondary Teacher	-	₹ 20000.00	to	₹ 24000.00
Secondary Teacher / Counsellor / Librarian	-	₹ 14000.00	to	₹ 17000.00
Primary Teacher / Music Teacher / Painting or Fine Arts	-	₹ 10000.00	to	₹ 13000.00
All others	-	₹ 8000.00	to	₹ 10000.00

Physical Education Teacher will get initial emoluments like Primary Teacher or Secondary Teacher or Higher Secondary Teacher depending on the level for which she/he is selected.

The fixation of Initial Monthly Emoluments will depend on Qualification, Experience, Performance in the interview and Place of posting. On the completion of 1 year of satisfactory service by an appointed candidate there will be an increase of a minimum 15% over the previous years' monthly emolument. On the completion of two years of satisfactory service, on passing B.Ed/D.El.Ed and attending of Teachers' Orientation Camp for 25 days at Kanyakumari a teacher will be eligible to be regularized on VKSPV scale of pay. However, an appointed teacher showing excellent performance in the 1<sup>st</sup> year may be considered for VKSPV scale in the 2<sup>nd</sup> year itself provided he/she fulfills all the criteria as mentioned above. However, the Administrative Committee of VKSPV has sole discretion in deciding if an appointee is eligible for the VKSPV scale after 1 year of service by him/her.
19. Accommodation facility is available for teachers and other staff in some of our Vidyalayas.
20. The submission of filled-up application form in any particular Vidyalaya doesn't make the candidate eligible to be selected for that Vidyalaya (if she or he clears the selection process). She/he can be posted at any Vivekananda Kendra Vidyalaya in North-East. At present there are 61 Vivekananda Kendra Vidyalayas in North-East, out of which 24 are in Assam, 1 in Nagaland and 36 in Arunachal Pradesh. The job is transferable.

#### **Checklist for candidates while applying-**

The candidates have to super-scribe the envelope containing the application form by writing "Application for the post of Teacher / Librarian / Counsellor in VKV. The "Subject of the candidate" and the preferred "Place of Interview" should also be written on the top right hand corner of the envelope. The envelope should contain the following :

- Filled-up application forms in all respect with photographs pasted in appropriate places in both the forms.  
**A candidate should check whether she/he has put her/his signature in appropriate places in both the forms. Forms submitted by candidate without her/his signature will be summarily rejected.**
- A self-addressed stamped envelope of size (9"x4") with a postage of ₹ 5/- affixed on it.
- **A crossed bank draft of ₹ 500/- (Rupees Five Hundred only) towards application fee in favour of "Vivekananda Kendra Shiksha Prasar Vibhag" payable at Guwahati.** The name, address, subject and preferred place of interview of the candidate should be written in pencil at the back of the bank draft.



**POSTAL ADDRESSES OF ALL OUR VIDYALAYAS/CENTRES FOR OBTAINING AND  
DEPOSITING FILLED-UP APPLICATION FORMS ARE GIVEN BELOW**

Vivekananda Kendra Vidyalaya, Tinsukia  
P.O. Laipuli, Tinsukia  
Dist- Tinsukia, Pin-786183, Assam  
Vivekananda Kendra Vidyalaya (NEEPCO)  
Bokuloni, P.O.- Bhadoi Panchali,  
Dist- Dibrugarh,  
Pin-786191, Assam

Vivekananda Kendra Vidyalaya (NEEPCO)  
Doyang, DHEP : NEEPCO  
Dist : Wokha, Pin-797100, Nagaland

Vivekananda Kendra Vidyalaya, Majuli  
Kamalabari, Majuli  
P.O.- Kamalabari, Dist- Jorhat  
Pin-785106, Assam

Vivekananda Kendra Vidyalaya, Kajalgaon  
Bengtal Road, P.O.- Kajalgaon  
Dist- Chirang, BTAD  
Pin-783385, Assam

Vivekananda Kendra Vidyalaya, Badarpur  
Devendranagar, Badarpurghat,  
Near BVCL, Dist.- Karimganj  
Pin- 788803, Assam

Vivekananda Kendra Vidyalaya, Sadiya  
Shantipur No. 1, P.O. Chapakhowa  
Dist. Tinsukia, Pin- 786157, Assam

Vivekananda Kendra Vidyalaya, Tumprong  
P.O. Tumprong, Dist. West Karbi Anglong,  
Assam

Vivekananda Kendra Vidyalaya, Bokakhat  
Press Club Office, Press Club Road,  
Near Swimming Pool/ Court Building, Ward  
No. 3, Dist. Golaghat, Pin- 785612

Vivekananda Kendra Vidyalaya, Mangaldai  
Danhee, P.O. Janaram Chowka  
Dist. Darang, Mangaldai (Assam)  
Pin- 784529, Contact No. 76370-20855

**JORHAT CENTRE**

Sri Sunit Kumar Baruah

Vivekananda Kendra, Jorhat  
Labanya Prova Smriti Bhawan  
Near Shastri Peeth, Choladhora,  
Dist-Jorhat, Pin- 785001, Assam

Vivekananda Kendra Vidyalaya, Dibrugarh  
Vivekananda Road, East Chowkidhinghee,  
P.O./Dist- Dibrugarh, Pin-786001, Assam  
Vivekananda Kendra Vidyalaya (NEEPCO)  
Umrangso, KHEP : NEEPCO  
P.O.- Umrangso, Dist-Dima Hasao  
Pin-788931, Assam

Vivekananda Kendra Vidyalaya, Dhemaji  
P.O.-Hatigarh, Dhemaji, Dist.- Dhemaji,  
Pin-787057, Assam

Vivekananda Kendra Vidyalaya, Nalbari  
P.O.- Sandhehi, Mouza- Pokowa  
Dist- Nalbari, Pin- 781353, Assam

Vivekananda Kendra Vidyalaya, Suklai  
P.O. Naokata, Goreswar,  
Dist- Baksa, BTAD  
Pin- 781364, Assam

Vivekananda Kendra Vidyalaya, Sivasagar  
H.C.B Road, Amulapatty,  
Dist : Sivasagar, Pin- 785640, Assam  
Vivekananda Kendra Vidyalaya, Sissiborgaon,  
P.O. - Sissiborgaon,  
Near Sissiborgaon H. S. School,  
Dist. Dhemaji, Pin - 787110, Assam

**AGARTALA CENTRE**

Dr. Basudeb Bhattacharya,  
C/O- Prof. Bhakti Prasanna Bhattacharjee  
P.O.-Indranagar, Opp.- Samaj Sangha Club,  
ITI Road, Agartala, Tripura-799006  
Mob. No. 098622-35569

**IMPHAL CENTRE**

Sri H. Siddharth Singh, Vivekananda Store,  
Keishampat, Airport Road, Imphal West,  
Manipur-795001

Mob. No. 070052-13781

**LAKHIMPUR CENTRE**

Vivekananda Kendra, Lakhimpur,  
Near Arunodoy Path, Near N.L. College,  
Ward No.-14, Khelmati, Lakhimpur, - 787001

**GUWAHATI CENTRE**

Vivekananda Kendra Shiksha Prasar Vibhag,  
S.C. Goswami Road, Near Sukreswar Temple,  
Panbazar, Guwahati, Pin- 781001

Vivekananda Kendra Vidyalaya, Golaghat  
Mission Road, P.O. & Dist- Golaghat  
Pin- 785621, Assam  
Vivekananda Kendra Vidyalaya (NEC), Baragolai  
P.O.- Margherita, Dist- Tinsukia  
Pin-786181, Assam

Vivekananda Kendra Vidyalaya, Tingrai  
Near Tingrai Chariali, P.O.- Duliajan,  
Dist- Dibrugarh, Pin-786602, Assam

Vivekananda Kendra Vidyalaya, Ramnagar  
Silchar, Near Ramkrishna Petrol Pump,  
P.O.- Tarapur, Dist- Cachar  
Pin- 788003, Assam

Vivekananda Kendra Vidyalaya, Borojalenga  
Present Campus : Irongmara,  
Silchar, Dist- Cachar  
Pin-788011, Assam

Vivekananda Kendra Vidyalaya, Tezpur  
Dipota, Tezpur, Pin- 784001, Assam

Vivekananda Kendra Vidyalaya, Khatkhati,  
C/o- Vivekananda Kendra, Shaila Mandir Road  
Near Bricks Kiln (Eta Bhatti), Kachhari gaon  
Khatkhati- 782480, Dist. Karbi Anglong, Assam

**DHARMANAGAR**

Sri Nabendu Dey, Netajipara,  
Netaji Chowmuhani, Dharmanagar, North Tripura,  
P.O.-Dighalbank, Pin-799251  
Mob. No. 84148-95609

**ALIPURDUAR CENTRE**

Sri Babulal Parik, C/O Mahabir Stores  
Station Road, Alipurduar,  
West Bengal- 736121

*Wish you all the best!*



For, Administrative Committee - VKSPV