



पीएम श्री स्कूल जवाहर नवोदय विद्यालय

(नवोदय विद्यालय समिति की एक इकाई)

शिक्षा मंत्रालय, स्कूली शिक्षा एवं साक्षरता विभाग, भारत सरकार
पोस्ट - जम्मी, वाया - परलाखेमुंडी, जिला - गजपति, राज्य - ओडिशा, पिन - 761201

PM SHRI SCHOOL JAWAHAR NAVODAYA VIDYALAYA

(A unit of Navodaya Vidyalaya Samiti)

Ministry of Education, Deptt. Of School Education & Literacy, GOVT. OF INDIA

P.O - Jammi, Via- Paralakhemundi, Distt - Gajapati, State - Odisha, PIN - 761201

School No. - 19064, Affiliation No. - 1540018, UDISE - 21200900701

Email - invgajapati.odisha@gmail.com



Ref.No.F.2.2/Contract Appt./JNVG/2025-26/

Date: 19.11.2025

Email

APPOINTMENT OF CONTRACT TEACHER/MATRONS

Applications are invited from eligible candidates for empanelment of teachers & matrons on contractual basis for the academic year 2025-26 (up to 30.04.2026) against temporary vacancies for the following posts -

1. TGT Science - 01
2. Matron - 02

Date of interview for TGT Science - **24.11.2025** between 10:30AM to 01:30PM

Date of interview for Matron - **25.11.2025** between 10:30AM to 01:30PM

Venue of interview - PM Shri School, JNV, Betaguda, Paralakhemundi, Gajapati, Odisha - 761201

Application format along with all other relevant details is available on the website of Jawahar Navodaya Vidyalaya, Gajapati, Odisha

Interested candidates may attend the interview with all supporting documents. Mere attendance in the interview does not confer any right for selection or appointment. The Vidyalaya appointment committee/Chairman reserves the right to accept or reject the engagement on a contractual basis without assigning any reason.

NOTE - If any candidate fails to download the blank bio data form and other relevant details from the Vidyalaya website, he/she may send a request to the Vidyalaya email address (invgajapati.odisha@gmail.com) on or before 23.11.2025 (up to 01:30PM). Upon receipt of such request, Vidyalaya will send the bio data form and other relevant details to the candidates registered email address.

(Signature)
19/11/25

(Jainath Prasad Mahtha)
Principal

Copy to -

1. All Principals of Jawahar Navodaya Vidyalaya (under Bhopal Region) with a request to circulate the notification among eligible and interested candidates.

1.	Name of Post & Tentative Vacancy	TGT Science (01)
2.	Service Condition	Salary on contract basis for TGT is Rs.34125/- per month. The tenure of contract appointment for a period maximum up to 30.04.2026
3.	Age Limit	Upper age limit is 50 years as on 01.07.2025. For Ex-NVS teachers maximum age limit will be 65 years as on 01.07.2025

S.No	Post	Educational Qualification									
		Essential	Desirable								
1	TGTs	<p>Four years integrated degree course from NCTE recognized institution with at least 50% marks in the concerned subjects as well as in the aggregate including B.Ed component</p> <p>OR</p> <p>Bachelors/Honors Degree from a recognized institution with at least 50% marks in concerned subject, combination of subjects as well as in the aggregate and B.Ed. degree from NCTE recognized institution with at least 50% marks/three years integrated B.Ed-M.Ed from NCTE recognized institution with at least 50% marks/01 year B.Ed (Special Education) from RCI recognized institution with at least 50% marks.</p> <p>OR</p> <p>Post Graduation in concerned subject/any specialization in concerned subject with a minimum 55% marks or equivalent grade provided that the candidate has studied the concerned subjects mentioned in the note below at the graduation level and three years integrated B.Ed-M.Ed from NCTE recognized institution with at least 50% marks.</p> <p>B) Qualified in the Central Teacher Eligibility Test (Paper-II) conducted by the Government of India</p> <p>C) Competence to teach through English & Hindi</p> <table><tr><th>Main Subject</th><th>Subsidiary Subjects</th></tr><tr><td>Biology/Life Science</td><td>1. Chemistry & 2. Botany or Zoology</td></tr><tr><td>Botany</td><td>1. Chemistry & 2. Zoology</td></tr><tr><td>Zoology</td><td>1. Chemistry & 2. Botany</td></tr></table> <p>The candidates who have studied under Choice Based Credit System (CBCE) with the above subject combination are also eligible to apply.</p>	Main Subject	Subsidiary Subjects	Biology/Life Science	1. Chemistry & 2. Botany or Zoology	Botany	1. Chemistry & 2. Zoology	Zoology	1. Chemistry & 2. Botany	<p>Teaching experience in similar capacity in a recognized school.</p> <p>Experience of working in a residential school.</p> <p>Knowledge of computer applications.</p> <p>Knowledge of regional languages.</p>
Main Subject	Subsidiary Subjects										
Biology/Life Science	1. Chemistry & 2. Botany or Zoology										
Botany	1. Chemistry & 2. Zoology										
Zoology	1. Chemistry & 2. Botany										

NAVODAYA VIDYALAYA SAMITI

Date of Interview
____/____/2025

PART - I : BIO-DATA

(TO BE FILLED BY THE CANDIDATE & SUBMITTED FOR VERIFICATION OF DOCUMENTS)

Post : _____

(For Contract Engagement - 2025-26)

1. PERSONAL DETAILS:

Paste recent
passport size
photograph &
put signature half
on bio-data form
& half on photo

- i) Name: _____ (in capital letters)
- ii) Father's Name: _____ (in capital letters)
- iii) Application/Registration Number _____
- iv) Date of Birth : _____ (Day / Month / Year)
- v) Age (as on cut of date) _____ Years _____ Months _____ Days
(Cut of date as on 01.07.2025)
- vi) Category (SC/ST/OBC/GEN) _____
- vii) Whether applied under **EWS category** (Yes/No) : _____
- viii) If PH, give details of sub category (OH / VI / HI/ Others) _____
Please specify nature of disability _____
- ix) Postal address : _____
_____ Pin _____ Distt. _____
State _____
- x) Mobile No. : _____
Alternate Mobile No. : _____
- xi) E-mail address: _____

2. EDUCATIONAL QUALIFICATION:

S. No	Course of Study	Year of passing	Max. Marks	Marks obtained	%age of Marks
i)	Graduation (BA/B. Sc./ others specify _____)				
iii)	Post Graduation in _____				
iv)	Marks in Hindi as Elective subject in degree level for candidates applying for TGT (Hindi)				
v)	Marks in English as Elective subject in degree level for candidates applying for TGT (English)				
	For TGT Maths/Science/ Social Studies Candidates are required to submit their main subject marks & percentage				
vii)	B. Ed (Practical & Theory)				
viii)	CTET Paper-II (qualified or not)	Yes / No (Please tick one)			
ix)	CTET conducted by CBSE (qualified in paper-II) Roll Number _____				

For the post of Misc. Category of Teacher(Librarian) (only Document Verification)					
S. No	Course of Study	Year of passing	Max. Marks	Marks obtained	%age of Marks
i)	Degree in Library Science/ others specify _____				
ii)	Diploma in Library Science				
iii)	Post Graduation in _____				

(Please enclose proof in respect of conversion of grades into marks)

3. Experience in Government Residential Schools:

S No	Name of the School	Affiliated to	Duration		Period	
			From	To	Years	Month

4 Whether knowledge of computer application/operation : Yes / No (please tick one)

5. Participation in Co-curricular activities: (Please indicate the activity)

National (Yes/No) : If yes, write activity _____

State/University (Yes/No) : If yes, write activity _____

UNDERTAKING

I do hereby declare that no legal and/or criminal case is pending against me before any court/investigating agencies, I, further inform that I have never been found guilty/convicted of any legal offence and/or crime by any court of law in the past.

I do understand and agree that in the event of my ineligibility being detected at any stage, prior to the verification or thereafter, my candidature/engagement during any stage of service for the post shall stand forfeited.

SIGNATURE OF THE CANDIDATE

PART-II FOR OFFICE USE

A) CHECK LIST

Please check the following, if found OK, make (√) mark in the Box otherwise put (X) mark in the said box in red ink.

1.	Photo	It matches with the one given in the application and it is also self attested	
2.	Identity	It is verified with the appropriate proof (i.e. PAN, Driving License, Voter I Card, Passport, Aadhar Card - any one)	
3.	D.O.B	It is verified with class X certificate.	

4.	Category: (OBC / SC / ST)	It is verified with Caste Certificate issued by appropriate authority in prescribed format. The OBC certificate is in the prescribed format applicable for employment in Government of India.	
5.	EWS	If candidate applied under EWS (Economically Weaker Section) category, certificate to be verified. EWS certificate is in prescribed format applicable for employment in Government of India.	
6.	PH	Verified with the requisite certificate.	
7.	Ex-Serviceman	Verified with the requisite certificate.	
8.	Whether Govt. Servant/NVS Employee	(i) Verified with the requisite certificate	
		(ii) NOC available	
9.	Age	Does not exceed the maximum age as on cut of date (Please see attached statement for the maximum age in respect of various categories)	
10.	Qualification	w.r.t. notification concerned	
11.	Whether B.Ed. or Not	w.r.t. notification concerned	
12.	Qualified in CTET Paper-II	Verified with reference to the certificate given by CBSE.	
13.	Experience in Government residential school	Verified with the requisite certificate of the employer concerned and found that experience is from the Government Recognized School/ Government Organization.	

REASON FOR INELIGIBILITY

1. Being over aged as on **cut of date**
2. Not having minimum 50% marks at Graduation level
3. Not having minimum 50% marks in aggregate in the subject concerned.
For this purpose, **please note that 50% in each year of study is not required.**
4. Not having B.Ed. qualification.
5. Not possessing CTET qualified certificate.
6. Not possessing requisite qualification as on **cut-off date.**
7. Not having relevant subject combination at Graduation Level, as mentioned in the advertisement.
8. Non-production of OBC / SC/ ST/ PH/ EWS certificate.
9. Any other reasons (to be specified by the Verifying Officer).

CERTIFICATE OF VERIFYING OFFICER

Certified that I have scrutinized personally the information in Part-I above with originals and found it to be in **order/not in order**. I have also checked the eligibility as per the Check List. Candidate is **Eligible/Not Eligible** for the post. The reasons for ineligibility is/are:

1.....

2.....

3.....

Signature of the verifying Officer_____

Name_____

Designation : _____

Place of posting : _____

Date of verification : _____/_____/2025

COUNTER CHECKED BY CONTROLLING OFFICER

Certified that I have thoroughly checked the documents and found them in **order/not in order**. It is also certified that the candidate is found **Eligible/Not-Eligible**.

Signature of the Officer : _____

Name of the Officer : _____

Designation : _____

Place of posting : _____

Date : _____/_____/2025

NOTICE FOR MATRON

1.	Name of Post & Tentative Vacancy	Matron (02)
2.	Age Limit	Minimum age at the time of engagement 35 years and the maximum age for engagement is 55 years
3.	Marital Status	Married females, which includes widows or divorcees without encumbrances.
4.	Remuneration	<ol style="list-style-type: none"> 1. Minimum wages (for industrial workers employed in Building operation sector) for MTS unskilled 2. Free boarding & lodging facilities and medical facilities as available in the MI room of the Vidyalaya. 3. The tenure of contract appointment shall be 30.04.2026

DUTIES & RESPONSIBILITIES

1. She will take care of girls like a foster mother.
2. She will stay in the girl form during day when the girl dorm during day when the girls are away to attend classes and other co-curricular activities.
3. She will lock the dormitory during night may be with the girls in the dormitories
4. She will ensure upkeep of the house, i.e. cleanliness of the dorms, toilets and bathrooms and surrounding with the active participation of the girls and the sweeper on duty.
5. She should not allow entry of any male staff/guardian into the dormitory if there is no specific written permission from the Principal/Vice Principal/HM. In case it is permitted, she should ensure her presence in the dormitory alongside the visitor (staff/guardian) and ensure that they leave the dormitory as soon as the purpose of their visit is over.
6. She should not allow any girl to enter into the House during class activities hours without written permission of the concerned HM/AHM and may attend the girl as per requirement/direction of HM/AHM. Such students should be under constant vigil of the matron.
7. She will attend the sick student in the dormitory as per direction of Staff Nurse/HM/AHM. However, liaison with Staff Nurse should be made by HM/AHM and Principal/Vice Principal should be informed the status of sick students by HM/AHM.
8. She will help the ailing girl for taking timely their medicines and proper diet as prescribed by the Staff Nurse/Medical Officer.
9. She will provide personal nursing care to the ailing girls to comfort them.
10. She will see that all girls go to classes and other activities in time.
11. She will periodically check the furniture and cots etc., particularly those items made of MS Steel and if any item is found damaged which could hurt a child, she will bring it to notice of the house mistress/Principal for its repair/replacement.
12. She will see that there is no damaged electrical wiring/fitting in the house.
13. She will inform to the HM/AHM regarding short supply/non-availability of water in the dormitory.
14. She will assist house mistress in taking overall care of the girls to the extent possible.
15. She will have very cordial and affectionate interaction with the girls from time to time to know their personal needs and problems is nay and help them overcome them.
16. She will lock the house in the night and during daytime when the girls are in the class or for activities and keep keys with her.
17. She will be a keen observer to notice if any girl student is upset emotionally or subjected to depression etc. and bring it to the notice of the house mistress/Principal.
18. Any other work mainly related to looking after the girls in the house as assigned by the Principal.

NAVODAYA VIDYALAYA SAMITIDate of Interview
____/____/2025**PART – I : BIO-DATA****(TO BE FILLED BY THE CANDIDATE & SUBMITTED FOR VERIFICATION OF DOCUMENTS)**

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photograph &
put signature half
on bio-data form
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- i) Name: _____ (in capital letters)
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Please specify nature of disability _____
- ix) Postal address : _____
_____ Pin _____ Distt. _____
State _____
- x) Mobile No. : _____
Alternate Mobile No. : _____
- xi) E-mail address: _____

2. EDUCATIONAL QUALIFICATION:

S. No	Course of Study	Year of passing	Max. Marks	Marks obtained	%age of Marks
i)	Graduation (BA/B. Sc./ others specify _____)				
iii)	12 th Class				
iii)	10 th Class				
iv)	Any other qualification				

3. Experience in Government Residential Schools:

S No	Name of the School	Affiliated to	Duration		Period	
			From	To	Years	Month

4 Whether knowledge of computer application/operation : Yes / No (please tick one)

5. Participation in Co-curricular activities: (Please indicate the activity)

National (Yes/No) : If yes, write activity _____

State/University (Yes/No) : If yes, write activity _____

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2.	Identity	It is verified with the appropriate proof (i.e. PAN, Driving License, Voter I Card, Passport, Aadhar Card - any one)	
3.	D.O.B	It is verified with class X certificate.	
4.	Qualification	As per advertisement	
5.	Experience if any	Verified with the requisite certificate of the employer concerned and found that experience is from the Government/Government Organization	

CERTIFICATE OF VERIFYING OFFICER

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1.....

2.....

3.....

Signature of the verifying Officer_____

Name_____

Designation : _____

Place of posting : _____

Date of verification : _____/_____/2025

COUNTER CHECKED BY CONTROLLING OFFICER

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Signature of the Officer : _____

Name of the Officer : _____

Designation : _____

Place of posting : _____

Date : _____/_____/2025