



**SAINIK SCHOOL BALACHADI, JAMNAGAR (GUJARAT)**  
**UNDER THE AEGIS OF SAINIK SCHOOLS SOCIETY, MINISTRY OF DEFENCE**  
**(ENGLISH MEDIUM RESIDENTIAL SCHOOL, CBSE RECOGNISED)**

**RECRUITMENT OF STAFF**

1. Applications are invited for the following vacancy at Sainik School Balachadi, Jamnagar :-

<b>Sr No</b>	<b>Name of Post and Age Limit</b>	<b>No of Vacancy</b>	<b>Eligibility</b>
(a)	<i>Lower Division Clerk</i> <b>Regular Basis</b> <i>Age : Between 18 – 50 yrs as on 01 Sep 2024</i> <i>Pay Level 2, Cell 1 Rs. 19900/- ( 5200 – 20200)</i>	01	<i>Matriculation.</i> <i>Typing Speed of at least 40 Words per Minute</i> <i>Knowledge of shorthand and ability to correspond in English will be considered as an additional qualification. Graduate and computer qualified will be preferred. Ex-Servicemen can also apply</i>

2. **Allowances and Perquisites :** In addition to allowances as approved by the Sainik Schools Society (Ministry of Defence), incumbents are entitled to free accommodation as available, LTC, Pension (as per New Pension Scheme), Gratuity and subsidized education for two children for regular staff, subject to fulfilling minimum eligibility criteria. Other allowances and benefits will be provided as per Sainik Schools Society Rules and Regulations, 1997 as amended time to time.

3. **Interested candidate may apply to the Principal, Sainik School Balachadi, Jamnagar -361230 within 21 days after publication of advertisement** along with one passport size photograph, Bio-data, Self attested photocopies of Certificates / Testimonials, Demand draft of Rs. 400/- (Non-Refundable) in favour of Principal, Sainik School Balachadi payable at Jamnagar and self-addressed envelope affixed with Rs. 30/- Stamps. Eligible and shortlisted candidates will be called for written test, Practical and interview on a date to be intimated later. No TA/DA is admissible to the Candidates called for Test / Interview.

4. The School administration reserves the right to cancel the vacancy due to administrative / policy reasons.

5. For application form and other details you may visit school website [www.ssbalachadi.org](http://www.ssbalachadi.org)

APPLICATION FORM FOR

Application fee : (Demand Draft only in favour of 'Principal Sainik School Balachadi' payable at Jamnagar)

DD No.:..... Date :.....Amount:.....

**(Strike out which is not applicable)**

**APPLICATION FORM FOR THE POST OF  
LOWER DIVISION CLERK ON REGULAR BASIS**

**LAST DATE FOR RECEIPT OF APPLICATION FORM AT SAINIK SCHOOL BALACHADI –  
12 AUG 2024**

Affix a Self attested  
Passport size  
photograph

1. Name (in capital letters):

\_\_\_\_\_

2. Father's/Husband's Name:

\_\_\_\_\_

3. Permanent Address:

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

4. Correspondence Address :

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

5. Category :  (SC / ST / OBC / GEN / EX-SERVICEMEN)

If Ex-servicemen please mention Rank / Corps \_\_\_\_\_

6. Contact No :

(a) Phone with STD Code \_\_\_\_\_ (b) Mobile No \_\_\_\_\_

(c) E-Mail : \_\_\_\_\_ (d) Whatsapp No. \_\_\_\_\_

7. (a) Date of Birth :        
Date Month Year

(b) Age on 01 Sep 2024 :        
Year Months Days

8. (a) Marital Status : Married/Single (b) Gender : Male / Female

9. Qualifications :

Qualification	Medium	University /Board	Year of Passing	Subjects	Marks Obtained	% age
10						
12						
B.A / B.Sc						
M.A/M.Sc						
B.Ed						
M.Ed						

10. Experience.(attach separate sheet, if columns are insufficient).

Ser No.	Name of the Institution and address	Appointment	Period			Day /Residential School	Adhoc / Permanent	Salary drawn (all incl) per month
			From	To	Total period			

11. Proficiency in Computers :

\_\_\_\_\_

\_\_\_\_\_

12. Aadhar Card No. \_\_\_\_\_

13. PAN Card No. \_\_\_\_\_

14. Voter Id Card No. \_\_\_\_\_

15. Proficiency in Games / Co-curricular activities.

Ser No.	Games / Co-curricular	Level played				Remarks
		School/Zonal /Regional	College	University	State	

16. Hobbies : \_\_\_\_\_  
\_\_\_\_\_

17. Details of In-service training attended (If any) : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

18. NCC :  
(a) Certificate obtained : 

A		B		C	
---	--	---	--	---	--

(b) Camps attended \_\_\_\_\_

19. Any other details  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CERTIFICATE**

I, hereby certify that the above particulars are correct and true in all respect to the best of my knowledge and belief. If at any stage, it is found that information provided by me is incorrect, my candidature can be cancelled.

Place : \_\_\_\_\_

Date : \_\_\_\_\_

(Signature of Applicant)

**Note :-**

(Candidates should write Name, Post, Subject applied for and complete Mailing address in capital letters, on the reverse side of the Demand Draft). Attach all the testimonials duly self attested.

**CHECKLIST FOR SUBMITTING APPLICATION FORM**  
**DOCUMENTS SHOULD BE IN THE FOLLOWING SEQUENCE**

Demand Draft	
Application Form with Photograph	
10 Marksheet	
10 Passing Certificate	
12 Marksheet	
12 Passing Certificate	
B.A / B.Sc Part – I Marksheet	
B.A / B.Sc Part – II Marksheet	
B.A / B.Sc Part – III Marksheet	
Graduation Degree	
M.A/M.Sc Part – I Marksheet	
M.A/M.Sc Part – II Marksheet	
Post Graduation Degree	
B.Ed Marksheets	
B.Ed Degree	
M.Ed Marksheet	
M.Ed Degree	
CTET/STET	
M.Phil	
Ph.D	
Self Addressed and Stamp Affixed Envelope	