

ELIGIBILITY CRITERIA

1. **SUPERINTENDENT GRADE-II:** Qualification/Experience as prescribed in Panjab University Calendar, Vol.III, Chapter IX i.e. M.A. or equivalent degree OR 5 years' experience as Head Clerk OR Accountant.

PAY-SCALE : 10300-34800 + 4800 GP
SALARY : As per Chandigarh Administration Rules.
SELECTION PROCEDURE : Interview

2. **CLERK** : B.A. or equivalent degree
PAY-SCALE : 10300-34800 + 3200 GP
SALARY : As per Chandigarh Administration Rules.
SELECTION PROCEDURE:

- a) **Written Test of all eligible candidates = 200 marks**
(Two papers of 100 marks each of 2 hours duration)

First Paper – (Morning Session)

English - 40 marks
General Knowledge - 40 marks
Computer Proficiency Test - 20 marks

Second Paper – (Evening Session)

Mathematics (upto 10th level) - 40 marks
Statistics (-do-) - 30 marks
Aptitude (Reasoning - 30 marks
Verbal & Non-Verbal)

Negative marking
0.25 marks for each
Wrong answer

- b) **Typing Test on Computer - Only Qualifying Test**
@ 35 words per minute (No marks/Weightage)

3. **SENIOR LABORATORY ATTENDANT:** 10+2 (Science)
PAY-SCALE : 5910-20200 + 1900 GP
SALARY : As per Chandigarh Administration Rules.
SELECTION PROCEDURE:

- a) **Written Test of all eligible Candidates = 200 marks**
(two papers of 100 marks each of 2 hour duration)

First Paper (Morning Session)

English (upto 10th level) - 50 marks
General Knowledge - 50 marks

Second Paper (Evening Session)

Mathematics (upto 10th level) - 40 marks
Science (upto 10th level) - 30 marks
Aptitude (reasoning verbal & non-verbal)- 30 marks

Negative marking
0.25 for each wrong
answer

Note: Those having any other Qualification equivalent to 10+2 (Science) shall have to submit the equivalency certificate from the concerned Board/University.

GENERAL INSTRUCTIONS:

The Demand Draft of Rs. 250/- should be submitted along with the application form in favour of Principal, DAV College, Chandigarh payable at Chandigarh.



S.No. _____

D.A.V. COLLEGE, CHANDIGARH
HEAD OFFICE : CHITRA GUPTA ROAD, NEW DELHI
FORM OF APPLICATION FOR EMPLOYMENT

1. Certified copies of testimonials should be attached.
2. Testimonials in original must be produced at the time of interview.
3. Applicants who are called for Interview will come at their own expenses.
4. The application should be sent under registered post through the present employer of the applicant, if any.
5. Educational qualifications should be given in detail as per Col. 11.

1.	Post for which you are applying							
2.	Name (In Block Letters)							
3.	Father's Name/ Husband's Name							
4.	Date of Birth	Age	Years	Months				
5.	Your present basic pay and allowances, State separately.	Basic Pay	Name and Amount of allowance		Total			
6.	Minimum salary acceptable							
7.	Your address at which a reply to this application, if any, may be sent.							
8.	Have you applied for the post in any other D.A.V. Institution also, if so, give name of that Institution.							
9.	Have you a good working knowledge of written and spoken Hindi ? State the highest examination passed in Hindi.							
10.	Can you teach or work in Hindi if necessary, and correct answers written in Hindi.							
11.	Examination	Academic Qualifications						
		Subjects	Years	Divi.	Marks	% age of Marks	College	University
	Matric/ Hr.Sec.							
	BA/ B.Sc/ B.Com							
	M.A./M.Sc/MCom							
	Others							

12. Research Experience

Name of the University	Duration	Subject	Result/ Progress

13. Experience

Name of University or Office	Classes taught or work done	From what date to what	Length of experience

14. Publication if any :-

1. _____
2. _____
3. _____
4. _____
5. _____

15. What games do you play ?
or similar distinctions achieved

16. Give the name of literacy / cultural
or similar other activities in which you are interested and distinctions, if any.

17. Give the names of office such as "Secretary",
"Captain" or "President" of a club or Society
held by you as student and as a teacher together
with the names of institutions at which these
offices were held.

18. Any other particulars that you may like to give.

19. Religious views.

20. Address

_____ E-mail : _____

Pin Code _____

(Signature of Applicant)