

(Joint venture of Ministry of Defence and Govt of Karnataka)

**RECRUITMENT OF STAFF**

1. Applications are invited for the post mentioned below on Regular basis: -

| Sl. | Name of Post                 | No of Post & Cat        | Age  | Qualifications  | Pay  |
|-----|------------------------------|-------------------------|--|---|--|
| 1.1 | LDC<br>(Regular-<br>02 post) | ST- 01@<br>and<br>UR-01 | Should be<br>between<br>18 to 50<br>years as on<br>01 Nov 2025 | (i) Matriculation<br>(ii) Typing speed of at least<br>40 words per minute.<br>(iii) Knowledge of short<br>hand, computer and ability<br>to correspond in English<br>and Kannada independently<br>will be considered an<br>additional qualification.<br><br><b>Desirable</b> Experience in<br>dealing with various<br>projects independently,<br>maint of stores, ledgers,<br>keeping records and well<br>versed in drafting of letters. | As per 7 <sup>th</sup> CPC<br>Level-2<br>(Rs 19900 -<br>63200) |

**@In case of non-availability of suitable candidates from "Reserved Category", the vacancy will be filled from General Category.**

2. **Pay and Perks.** Rent free accommodation, Pay band, Grade pay, Transport Allowance with DA and Medical Allowance as per Sainik Schools Society Rules & Regulations. Subsidized education for two children, LTC, Bonus, New Pension etc as per Sainik Schools Society Rules & Regulations.

3. **Other Conditions.** (i) Employment conditions / Service Rules are in consonance with Sainik Schools Society Rules & Regulations. (ii) Job is transferable within All India liability. (iii) Selected candidate should be ready to take responsibilities usual to a residential school.

4. **How to Apply.** (i) Apply on application form downloaded from School website [www.sssbj.in](http://www.sssbj.in) (notification- vacancy link). (ii) Duly filled applications alongwith attested copies of documents and one self addressed envelope with postage stamp of Rs 42/- (for communicating through Speed Post) affixed must reach **Principal Sainik School Bijapur - 586108 (Karnataka)**. (iii) **Last date for receipt of Applications in Sainik School Bijapur will be 21 days from the date of publication of the advertisement.** (iv) Applications should be accompanied by one A/C payee Demand Draft of Rs. 500/- (non- refundable) in favour of **Principal, Sainik School Bijapur** payable on State Bank of India Sainik School Campus Bijapur Branch (Code 3163). (v) Applications received after the due date or without the supporting documents or prescribed application fee or not in the prescribed format will be rejected without any intimation.

5. The school will not be responsible for any postal delay or missing of envelope and no claim will be entertained in this regard. **Only short listed Candidates will be called for Written Test / Practical Test/ Interview.** No TA/DA for attending the selection test/interview or for joining the post is admissible as per rules of the school.

6. Candidates are to enclose the following documents alongwith the application: -

- 6.1 Demand Draft for Rs 500/-.
- 6.2 Affix Passport size photograph at the space provided in the application form.
- 6.3 Self addressed envelope with stamps worth Rs 42/-.
- 6.4 Copies of educational and experience certificates.
- 6.5 In case, the Applicant is SC/ST/OBC category, the Applicant is to attach a copy of Caste / Category Certificate issued by the concerned authority.

7. The school administration reserves the right to cancel the vacancy due to administrative/policy reasons.



Sd/-xxxxxxx  
PRINCIPAL  
SAINIK SCHOOL BIJAPUR

01. Post applied : FOR THE POST OF \_\_\_\_\_
02. Name : \_\_\_\_\_
03. Date of Birth & Age : DOB \_\_\_\_\_ Age \_\_\_\_\_ Yrs
04. Sex : \_\_\_\_\_
05. Name of the father : \_\_\_\_\_
06. Marital Status : \_\_\_\_\_
07. Nationality : \_\_\_\_\_
08. Caste Category : \_\_\_\_\_

Affix  
passport size  
photograph

09. **Qualification (Fill up Columns As applicable)**

| Sr. No   | Qualification    | Subjects | Institution / Board / University | Year of Passing | Division & % |
|--|------------------|----------|----------------------------------|-----------------|--------------|
| (a)  | SSLC/<br>Class-X |          |                                  |                 |              |
| (b)  | Intermediate     |          |                                  |                 |              |
| (c)  | Degree           |          |                                  |                 |              |
| (d)  | Post Graduate    |          |                                  |                 |              |
| <b>Any Other Qualification (Including Extracurricular activities if any)</b> |                  |          |                                  |                 |              |
| (e)  |                  |          |                                  |                 |              |
| (f)  |                  |          |                                  |                 |              |
| (g)  |                  |          |                                  |                 |              |
| (h)  |                  |          |                                  |                 |              |



10. **EXPERIENCE**

| Sr. No | Designation | Name of Institution / Organization | Brief Experience / Duties performed | Period |    |
|--------|-------------|------------------------------------|-------------------------------------|--------|----|
|        |             |                                    |                                     | From   | To |
| (a)    |             |                                    |                                     |        |    |
| (b)    |             |                                    |                                     |        |    |
| (c)    |             |                                    |                                     |        |    |
| (d)    |             |                                    |                                     |        |    |
| (e)    |             |                                    |                                     |        |    |

11. Languages known \_\_\_\_\_

12. Correspondence Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. Permanent Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

14. Mobile No \_\_\_\_\_

15. Email ID \_\_\_\_\_

16. Details of Application Fee Name of the Bank \_\_\_\_\_

DD No \_\_\_\_\_ Date \_\_\_\_\_

17. **Declaration:-**

(a) I hereby declare that information furnished above is true to the best of my knowledge.

(b) I hereby submit copies of certificates (Qualification, experience and Caste in case of OBC/SC/ST).

(c) I am fully aware that if it comes to notice at any time during verification of certificates and during my service that false information has been furnished or that there has been suppression of actual information in the application form, my candidature would be liable to be terminated solely on this ground.

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

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



\_\_\_\_\_  
(Signature of the Candidate)

Name \_\_\_\_\_