



केन्द्रीय विद्यालय संगठन  
*Kendriya Vidyalaya Sangathan*  
18 संस्थानिक क्षेत्र  
*18 Institutional Areas,*  
शहीद जित सिंह मार्ग  
*Shaheed Jeet Singh Marg*  
नई दिल्ली - 110016  
*New Delhi - 110016*  
Tele.: 011-26858570/26514179 (Fax)  
Website: [www.kvsangathan.nic.in](http://www.kvsangathan.nic.in)

**REGISTERED/ SPEED POST**

F. No. 11054/02/Asstt./2015/KVS HQ (E-3)

Dated: 10.09.2015

**MEMORANDUM**

**SUB: - OFFER OF APPOINTMENT TO THE POST OF ASSISTANT.**

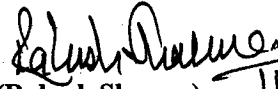
With reference to his/her application for the above post **Sh. Shiv Karan** is hereby informed that he/she has been selected for appointment against a temporary post of **Assistant** in the Kendriya Vidyalaya Sangathan in the pay band of Rs.9300-34800/- with **Grade Pay of Rs. 4200/-** and posted at the **Kendriya Vidyalaya Sangathan (HQ)**. He/she will draw allowances and other benefits in-addition to pay at rates as admissible to the Kendriya Vidyalaya Sangathan employees. This offer of appointment is subject to the candidate being declared fit for the post of **Assistant** by a Civil Surgeon.

2. If the candidate is a woman, she should certify that she is not in the family way at the time of acceptance of the appointment. If however, she is pregnant of twelve weeks standing or more at the time of acceptance of appointment as a result of medical test, it will be open to candidate herself to seek exemption from joining the appointed post for the duration till her confinement is over, if she so desires. Furthermore, the affected woman candidate, in such a situation, who expresses her willingness to join, may be asked to produce a certificate of fitness from CMO of Govt. Hospital that she is fit to carry out the assigned work in her present state.
3. No TA will be admissible for first joining the Sangathan as **Assistant**.
4. He/she will be on probation for a period of 02 years which may be extended. Upon successful completion of probation, he/she will be confirmed in his/ her turn as per the Kendriya Vidyalaya Sangathan rules.
5. During the probation and thereafter, until he/she is confirmed, the services of the appointee are terminable by one month notice on either side without any reason being assigned, thereof. The appointing authority, however, reserves the right to terminate the services of the appointee before expiry of the stipulated period of notice by making payment of such equivalent to the pay & allowances for the period of notice of the unexpired portion thereof.
6. Other terms and conditions of service governing the appointment are as laid down in the Education Code for Kendriya Vidyalaya Sangathan Employees amended from time to time. A Welfare Scheme has been introduced from 01.4.2002. Joining the above scheme is compulsory.
7. He/she will be eligible for the new Restructured Defined Contribution Pension Scheme only as circulated by KVS(HQ) vide circular No.2-17/2003-04/KVS(Budget) dated 08/12.03.2004 and F. 2-17/2003-04/KVS(Budget) dated 24.12.2004.
8. The appointment is provisional and is subject to the certificate relating to Scheduled Caste/ Tribe /Other Backward Classes/Physically Handicapped/ Blind being verified through the proper channel. If the verification reveals that the claim to belong to SC/ ST/ OBC/PH/Blind as the case may be, is false, the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificates.

*lekh*

9. He/ she will fill up the character and antecedents verification form along with recent photograph and will handover the same to the Administrative Officer (Estt.).
10. In case of any dispute or claim against the Kendriya Vidyalaya Sangathan, in respect of service or any contract arising out of or flowing from this offer of appointment the Courts of Delhi alone shall have jurisdiction.
11. If he/she accepts the offer on the terms and conditions stipulated he/ she would send his/ her acceptance immediately to this office on receipt of this memorandum and will join the Kendriya Vidyalaya Sangathan (HQ) mentioned overleaf on or before **28.9.2015**. Necessary proforma for the purpose are enclosed herewith which should be submitted to the Administrative Officer (Estt.), after getting the same duly completed in any case by **28.9.2015**. If the offer is not accepted by the said date or after acceptance if the appointee does not report for duty at the KVS (HQ) by **28.9.2015**, this offer of appointment will automatically stand cancelled and no further correspondence will be entertained from him/ her.
12. Suppression of any information will be considered a major offence for which the punishment may extend to dismissal from the services.
13. He/she will not request for transfer within 1 (One) year of initial appointment or the first posting.

**He/she is liable to be transferred anywhere in India.**

  
(Rakesh Sharma) 10/9/15  
Deputy Commissioner (Admn.)

Encl. As above.

Sh. Shiv Karan,  
T-II/2, Staff Quarters,  
KVNo.1 Sadar Bazar Road,  
Delhi Cantt - 110010

Copy forwarded to:-

1. The Administrative Officer (Estt.), KVS(HQ), New Delhi. This appointment is further subject to production of certificates etc., as per Article 46 of Education Code for Kendriya Vidyalayas. The candidate be allowed to join her duties only after verification of original certificates, and on submission of requisite forms/ statements duly completed in all respects. Those appointed under SC/ST/OBC/PH/Blind quota may be allowed to join duties only on production of original certificates mentioned in para 8 of the order. He/She is also requested to check the original certificates in respect of the qualifications/ age of the appointee employees and satisfy himself/herself that the appointee possesses requisite qualification/age for the post he/she is appointed to.
2. The Section Officer (RPS), KVS (HQ), New Delhi.
3. The Section Officer (Cash), KVS (HQ), New Delhi.
4. Dealing Official Estt.III Section, KVS (HQ), New Delhi.
5. Personal File.

6. Statistical Officer (EOP Cell), KVS (HQ) with a request to upload the offer of appt in KVS website.



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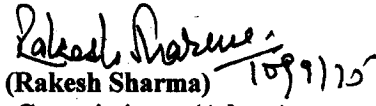
With reference to his/her application for the above post Sh. Madho Ram Ojha is hereby informed that he/she has been selected for appointment against a temporary post of Assistant in the Kendriya Vidyalaya Sangathan in the pay band of Rs.9300-34800/- with Grade Pay of Rs. 4200/- and posted at the Kendriya Vidyalaya Sangathan (HQ). He/she will draw allowances and other benefits in addition to pay at rates as admissible to the Kendriya Vidyalaya Sangathan employees. This offer of appointment is subject to the candidate being declared fit for the post of Assistant by a Civil Surgeon.

2. If the candidate is a woman, she should certify that she is not in the family way at the time of acceptance of the appointment. If however, she is pregnant of twelve weeks standing or more at the time of acceptance of appointment as a result of medical test, it will be open to candidate herself to seek exemption from joining the appointed post for the duration till her confinement is over, if she so desires. Furthermore, the affected woman candidate, in such a situation, who expresses her willingness to join, may be asked to produce a certificate of fitness from CMO of Govt. Hospital that she is fit to carry out the assigned work in her present state.
3. No TA will be admissible for first joining the Sangathan as Assistant.
4. He/she will be on probation for a period of 02 years which may be extended. Upon successful completion of probation, he/she will be confirmed in his/ her turn as per the Kendriya Vidyalaya Sangathan rules.
5. During the probation and thereafter, until he/she is confirmed, the services of the appointee are terminable by one month notice on either side without any reason being assigned, thereof. The appointing authority, however, reserves the right to terminate the services of the appointee before expiry of the stipulated period of notice by making payment of such equivalent to the pay & allowances for the period of notice of the unexpired portion thereof.
6. Other terms and conditions of service governing the appointment are as laid down in the Education Code for Kendriya Vidyalaya Sangathan Employees amended from time to time. A Welfare Scheme has been introduced from 01.4.2002. Joining the above scheme is compulsory.
7. He/she will be eligible for the new Restructured Defined Contribution Pension Scheme only as circulated by KVS(HQ) vide circular No.2-17/2003-04/KVS(Budget) dated 08/12.03.2004 and F. 2-17/2003-04/KVS(Budget) dated 24.12.2004.
8. The appointment is provisional and is subject to the certificate relating to Scheduled Caste/ Tribe /Other Backward Classes/Physically Handicapped/ Blind being verified through the proper channel. If the verification reveals that the claim to belong to SC/ ST/ OBC/PH/Blind as the case may be, is false, the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificates.

*pal*

9. He/ she will fill up the character and antecedents verification form along with recent photograph and will handover the same to the Administrative Officer (Estt.).
10. In case of any dispute or claim against the Kendriya Vidyalaya Sangathan, in respect of service or any contract arising out of or flowing from this offer of appointment the Courts of Delhi alone shall have jurisdiction.
11. If he/she accepts the offer on the terms and conditions stipulated he/ she would send his/ her acceptance immediately to this office on receipt of this memorandum and will join the Kendriya Vidyalaya Sangathan (HQ) mentioned overleaf on or before **28.9.2015**. Necessary proforma for the purpose are enclosed herewith which should be submitted to the Administrative Officer (Estt.), after getting the same duly completed in any case by **28.9.2015**. If the offer is not accepted by the said date or after acceptance if the appointee does not report for duty at the KVS (HQ) by **28.9.2015**, this offer of appointment will automatically stand cancelled and no further correspondence will be entertained from him/ her.
12. Suppression of any information will be considered a major offence for which the punishment may extend to dismissal from the services.
13. He/she will not request for transfer within 1 (One) year of initial appointment or the first posting.

**He/she is liable to be transferred anywhere in India.**

  
(Rakesh Sharma) 10/9/15  
Deputy Commissioner (Admn.)

Encl. As above.

Sh. Madho Ram Ojha,  
F 97, Street 81,  
Mahavir Enclave 3,  
Near Balaknath Temple,  
New Delhi - 110059

Copy forwarded to:-

1. The Administrative Officer (Estt.), KVS(HQ), New Delhi. This appointment is further subject to production of certificates etc., as per Article 46 of Education Code for Kendriya Vidyalayas. The candidate be allowed to join her duties only after verification of original certificates, and on submission of requisite forms/ statements duly completed in all respects. Those appointed under SC/ST/OBC/PH/Blind quota may be allowed to join duties only on production of original certificates mentioned in para 8 of the order. He/She is also requested to check the original certificates in respect of the qualifications/ age of the appointee employees and satisfy himself/herself that the appointee possesses requisite qualification/age for the post he/she is appointed to.
2. The Section Officer (RPS), KVS (HQ), New Delhi.
3. The Section Officer (Cash), KVS (HQ), New Delhi.
4. Dealing Official Estt.III Section, KVS (HQ), New Delhi.
5. Personal File.

Co. Statistical Officer, SOP Cell, KVS HQ with a request to upload the ads in KVS website.



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**REGISTERED/ SPEED POST**

F. No. 11054/02/Asstt./2015/KVS HQ (E-3)

Dated: 10.09.2015

**MEMORANDUM**

**SUB: - OFFER OF APPOINTMENT TO THE POST OF ASSISTANT.**

With reference to his/her application for the above post **Sh. B K Thapliyal** is hereby informed that he/she has been selected for appointment against a temporary post of **Assistant** in the Kendriya Vidyalaya Sangathan in the pay band of **Rs.9300-34800/- with Grade Pay of Rs. 4200/-** and posted at the **Kendriya Vidyalaya Sangathan (HQ)**. He/she will draw allowances and other benefits in addition to pay at rates as admissible to the Kendriya Vidyalaya Sangathan employees. This offer of appointment is subject to the candidate being declared fit for the post of **Assistant** by a Civil Surgeon.

2. If the candidate is a woman, she should certify that she is not in the family way at the time of acceptance of the appointment. If however, she is pregnant of twelve weeks standing or more at the time of acceptance of appointment as a result of medical test, it will be open to candidate herself to seek exemption from joining the appointed post for the duration till her confinement is over, if she so desires. Furthermore, the affected woman candidate, in such a situation, who expresses her willingness to join, may be asked to produce a certificate of fitness from CMO of Govt. Hospital that she is fit to carry out the assigned work in her present state.
3. No TA will be admissible for first joining the Sangathan as **Assistant**.
4. He/she will be on probation for a period of 02 years which may be extended. Upon successful completion of probation, he/she will be confirmed in his/ her turn as per the Kendriya Vidyalaya Sangathan rules.
5. During the probation and thereafter, until he/she is confirmed, the services of the appointee are terminable by one month notice on either side without any reason being assigned, thereof. The appointing authority, however, reserves the right to terminate the services of the appointee before expiry of the stipulated period of notice by making payment of such equivalent to the pay & allowances for the period of notice of the unexpired portion thereof.
6. Other terms and conditions of service governing the appointment are as laid down in the Education Code for Kendriya Vidyalaya Sangathan Employees amended from time to time. A Welfare Scheme has been introduced from 01.4.2002. Joining the above scheme is compulsory.
7. He/she will be eligible for the new Restructured Defined Contribution Pension Scheme only as circulated by KVS(HQ) vide circular No.2-17/2003-04/KVS(Budget) dated 08/12.03.2004 and F. 2-17/2003-04/KVS(Budget) dated 24.12.2004.
8. The appointment is provisional and is subject to the certificate relating to Scheduled Caste/ Tribe /Other Backward Classes/Physically Handicapped/ Blind being verified through the proper channel. If the verification reveals that the claim to belong to SC/ ST/ OBC/PH/Blind as the case may be, is false, the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificates.

Full

9. He/ she will fill up the character and antecedents verification form along with recent photograph and will handover the same to the Administrative Officer (Estt.).

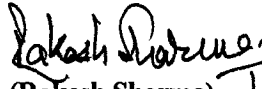
10. In case of any dispute or claim against the Kendriya Vidyalaya Sangathan, in respect of service or any contract arising out of or flowing from this offer of appointment the Courts of Delhi alone shall have jurisdiction.

11. If he/she accepts the offer on the terms and conditions stipulated he/ she would send his/ her acceptance immediately to this office on receipt of this memorandum and will join the Kendriya Vidyalaya Sangathan (HQ) mentioned overleaf on or before **28.9.2015**. Necessary proforma for the purpose are enclosed herewith which should be submitted to the Administrative Officer (Estt.), after getting the same duly completed in any case by **28.9.2015**. If the offer is not accepted by the said date or after acceptance if the appointee does not report for duty at the KVS (HQ) by **28.9.2015**, this offer of appointment will automatically stand cancelled and no further correspondence will be entertained from him/ her.

12. Suppression of any information will be considered a major offence for which the punishment may extend to dismissal from the services.

13. He/she will not request for transfer within 1 (One) year of initial appointment or the first posting.

**He/she is liable to be transferred anywhere in India.**

  
(Rakesh Sharma) 10/9/15  
Deputy Commissioner (Admn.)

Encl. As above.

Sh. B K Thapliyal,  
C-219 (Ground Floor),  
Opp. Madhuban Mandir,  
Delhi - 110092

Copy forwarded to:-

1. The Administrative Officer (Estt.), KVS(HQ), New Delhi. This appointment is further subject to production of certificates etc., as per Article 46 of Education Code for Kendriya Vidyalayas. The candidate be allowed to join her duties only after verification of original certificates, and on submission of requisite forms/ statements duly completed in all respects. Those appointed under SC/ST/OBC/PH/Blind quota may be allowed to join duties only on production of original certificates mentioned in para 8 of the order. He/She is also requested to check the original certificates in respect of the qualifications/ age of the appointee employees and satisfy himself/herself that the appointee possesses requisite qualification/age for the post he/she is appointed to.
2. The Section Officer (RPS), KVS (HQ), New Delhi.
3. The Section Officer (Cash), KVS (HQ), New Delhi.
4. Dealing Official Estt.III Section, KVS (HQ), New Delhi.
5. Personal File.

~~6. Section Officer, EOP Cell, KVS(HQ) with a request to upload the offer of appt. in KVS web site.~~



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**REGISTERED/ SPEED POST**

F. No. 11054/02/Asstt./2015/KVS HQ (E-3)

Dated: 10.09.2015

**MEMORANDUM**

**SUB: - OFFER OF APPOINTMENT TO THE POST OF ASSISTANT.**

With reference to his/her application for the above post **Sh. Jagmohan Singh** is hereby informed that he/she has been selected for appointment against a temporary post of **Assistant** in the Kendriya Vidyalaya Sangathan in the pay band of Rs.9300-34800/- with **Grade Pay of Rs. 4200/-** and posted at the **Kendriya Vidyalaya Sangathan (HQ)**. He/she will draw allowances and other benefits in addition to pay at rates as admissible to the Kendriya Vidyalaya Sangathan employees. This offer of appointment is subject to the candidate being declared fit for the post of **Assistant** by a Civil Surgeon.

2. If the candidate is a woman, she should certify that she is not in the family way at the time of acceptance of the appointment. If however, she is pregnant of twelve weeks standing or more at the time of acceptance of appointment as a result of medical test, it will be open to candidate herself to seek exemption from joining the appointed post for the duration till her confinement is over, if she so desires. Furthermore, the affected woman candidate, in such a situation, who expresses her willingness to join, may be asked to produce a certificate of fitness from CMO of Govt. Hospital that she is fit to carry out the assigned work in her present state.

3. No TA will be admissible for first joining the Sangathan as **Assistant**.

4. He/she will be on probation for a period of 02 years which may be extended. Upon successful completion of probation, he/she will be confirmed in his/ her turn as per the Kendriya Vidyalaya Sangathan rules.

5. During the probation and thereafter, until he/she is confirmed, the services of the appointee are terminable by one month notice on either side without any reason being assigned, thereof. The appointing authority, however, reserves the right to terminate the services of the appointee before expiry of the stipulated period of notice by making payment of such equivalent to the pay & allowances for the period of notice of the unexpired portion thereof.

6. Other terms and conditions of service governing the appointment are as laid down in the Education Code for Kendriya Vidyalaya Sangathan Employees amended from time to time. A Welfare Scheme has been introduced from 01.4.2002. Joining the above scheme is compulsory.

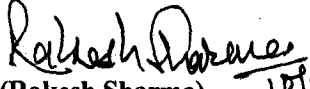
7. He/she will be eligible for the new Restructured Defined Contribution Pension Scheme only as circulated by KVS(HQ) vide circular No.2-17/2003-04/KVS(Budget) dated 08/12.03.2004 and F. 2-17/2003-04/KVS(Budget) dated 24.12.2004.

8. The appointment is provisional and is subject to the certificate relating to Scheduled Caste/ Tribe /Other Backward Classes/Physically Handicapped/ Blind being verified through the proper channel. If the verification reveals that the claim to belong to SC/ ST/ OBC/PH/Blind as the case may be, is false, the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificates.

1/11

9. He/ she will fill up the character and antecedents verification form along with recent photograph and will handover the same to the Administrative Officer (Estt.).
10. In case of any dispute or claim against the Kendriya Vidyalaya Sangathan, in respect of service or any contract arising out of or flowing from this offer of appointment the Courts of Delhi alone shall have jurisdiction.
11. If he/she accepts the offer on the terms and conditions stipulated he/ she would send his/ her acceptance immediately to this office on receipt of this memorandum and will join the Kendriya Vidyalaya Sangathan (HQ) mentioned overleaf on or before **28.9.2015**. Necessary proforma for the purpose are enclosed herewith which should be submitted to the Administrative Officer (Estt.), after getting the same duly completed in any case by **28.9.2015**. If the offer is not accepted by the said date or after acceptance if the appointee does not report for duty at the KVS (HQ) by **28.9.2015**, this offer of appointment will automatically stand cancelled and no further correspondence will be entertained from him/ her.
12. Suppression of any information will be considered a major offence for which the punishment may extend to dismissal from the services.
13. He/she will not request for transfer within 1 (One) year of initial appointment or the first posting.

**He/she is liable to be transferred anywhere in India.**

  
(Rakesh Sharma) 10/9/15  
Deputy Commissioner (Admn.)

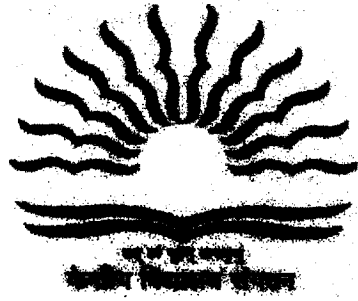
Encl. As above.

Sh. Jagmohan Singh,  
House No. 12-C,  
Pocket-J, Sheikh Sarai Phase II,  
New Delhi - 110017

Copy forwarded to:-

1. The Administrative Officer (Estt.), KVS(HQ), New Delhi. This appointment is further subject to production of certificates etc., as per Article 46 of Education Code for Kendriya Vidyalayas. The candidate be allowed to join her duties only after verification of original certificates, and on submission of requisite forms/ statements duly completed in all respects. Those appointed under SC/ST/OBC/PH/Blind quota may be allowed to join duties only on production of original certificates mentioned in para 8 of the order. He/She is also requested to check the original certificates in respect of the qualifications/ age of the appointee employees and satisfy himself/herself that the appointee possesses requisite qualification/age for the post he/she is appointed to.
2. The Section Officer (RPS), KVS (HQ), New Delhi.
3. The Section Officer (Cash), KVS (HQ), New Delhi.
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5. Personal File.
6. *Strashed Officer, EDP cell with a request to upload the offer of job in KVS website.*





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**REGISTERED/ SPEED POST**

F. No. 11054/02/Asstt./2015/KVS HQ (E-3)

Dated: 10.09.2015

**MEMORANDUM**

**SUB: - OFFER OF APPOINTMENT TO THE POST OF ASSISTANT.**

With reference to his/her application for the above post Smt. Renu Verma is hereby informed that he/she has been selected for appointment against a temporary post of Assistant in the Kendriya Vidyalaya Sangathan in the pay band of Rs.9300-34800/- with Grade Pay of Rs. 4200/- and posted at the Kendriya Vidyalaya Sangathan (HQ). He/she will draw allowances and other benefits in addition to pay at rates as admissible to the Kendriya Vidyalaya Sangathan employees. This offer of appointment is subject to the candidate being declared fit for the post of Assistant by a Civil Surgeon.

2. If the candidate is a woman, she should certify that she is not in the family way at the time of acceptance of the appointment. If however, she is pregnant of twelve weeks standing or more at the time of acceptance of appointment as a result of medical test, it will be open to candidate-herself to seek exemption from joining the appointed post for the duration till her confinement is over, if she so desires. Furthermore, the affected woman candidate, in such a situation, who expresses her willingness to join, may be asked to produce a certificate of fitness from CMO of Govt. Hospital that she is fit to carry out the assigned work in her present state.

3. No TA will be admissible for first joining the Sangathan as Assistant.

4. He/she will be on probation for a period of 02 years which may be extended. Upon successful completion of probation, he/she will be confirmed in his/ her turn as per the Kendriya Vidyalaya Sangathan rules.

5. During the probation and thereafter, until he/she is confirmed, the services of the appointee are terminable by one month notice on either side without any reason being assigned, thereof. The appointing authority, however, reserves the right to terminate the services of the appointee before expiry of the stipulated period of notice by making payment of such equivalent to the pay & allowances for the period of notice of the unexpired portion thereof.

6. Other terms and conditions of service governing the appointment are as laid down in the Education Code for Kendriya Vidyalaya Sangathan Employees amended from time to time. A Welfare Scheme has been introduced from 01.4.2002. Joining the above scheme is compulsory.


7. He/she will be eligible for the new Restructured Defined Contribution Pension Scheme only as circulated by KVS(HQ) vide circular No.2-17/2003-04/KVS(Budget) dated 08/12.03.2004 and F. 2-17/2003-04/KVS(Budget) dated 24.12.2004.

8. The appointment is provisional and is subject to the certificate relating to Scheduled Caste/ Tribe /Other Backward Classes/Physically Handicapped/ Blind being verified through the proper channel. If the verification reveals that the claim to belong to SC/ ST/ OBC/PH/Blind as the case may be, is false, the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificates.

  
10/9

9. He/ she will fill up the character and antecedents verification form along with recent photograph and will handover the same to the Administrative Officer (Estt.).
10. In case of any dispute or claim against the Kendriya Vidyalaya Sangathan, in respect of service or any contract arising out of or flowing from this offer of appointment the Courts of Delhi alone shall have jurisdiction.
11. If he/she accepts the offer on the terms and conditions stipulated he/ she would send his/ her acceptance immediately to this office on receipt of this memorandum and will join the Kendriya Vidyalaya Sangathan (HQ) mentioned overleaf on or before 28.9.2015. Necessary proforma for the purpose are enclosed herewith which should be submitted to the Administrative Officer (Estt.), after getting the same duly completed in any case by 28.9.2015. If the offer is not accepted by the said date or after acceptance if the appointee does not report for duty at the KVS (HQ) by 28.9.2015, this offer of appointment will automatically stand cancelled and no further correspondence will be entertained from him/ her.
12. Suppression of any information will be considered a major offence for which the punishment may extend to dismissal from the services.
13. He/she will not request for transfer within 1 (One) year of initial appointment or the first posting.

**He/she is liable to be transferred anywhere in India.**

  
(Rakesh Sharma) 10/9/15  
Deputy Commissioner (Admn.)

Encl. As above.

Smt. Renu Verma,  
Kendriya Vidyalaya No.1,  
Air Force Station,  
Sector 14 Delhi Road  
Gurgaon (Haryana) - 122001

Copy forwarded to:-

1. The Administrative Officer (Estt.), KVS(HQ), New Delhi. This appointment is further subject to production of certificates etc., as per Article 46 of Education Code for Kendriya Vidyalayas. The candidate be allowed to join her duties only after verification of original certificates, and on submission of requisite forms/ statements duly completed in all respects. Those appointed under SC/ST/OBC/PH/Blind quota may be allowed to join duties only on production of original certificates mentioned in para 8 of the order. He/She is also requested to check the original certificates in respect of the qualifications/ age of the appointee employees and satisfy himself/herself that the appointee possesses requisite qualification/age for the post he/she is appointed to.
2. The Section Officer (RPS), KVS (HQ), New Delhi.
3. The Section Officer (Cash), KVS (HQ), New Delhi.
4. Dealing Official Estt.III Section, KVS (HQ), New Delhi.
5. Personal File.

✓ 6. Statistical Officer (FDP Cell), KVS(HQ) with a request to upload the offer of appt in KVS web site.



केन्द्रीय विद्यालय संगठन  
Kendriya Vidyalaya Sangathan  
18 संस्थानिक क्षेत्र  
18 Institutional Areas,  
शाहीद जीत सिंह मार्ग  
Shaheed Jit Singh Marg  
नई दिल्ली - 110016  
New Delhi - 110016  
Tele.:011-26858570/26514179(Fax)  
Website:www.kvsangathan.nic.in

**REGISTERED/ SPEED POST**

F. No. 11054/02/Asstt./2015/KVS HQ (E-3)

Dated: 10.09.2015

**MEMORANDUM**

**SUB: - OFFER OF APPOINTMENT TO THE POST OF ASSISTANT.**

With reference to his/her application for the above post Sh. Neeraj Kumar Sharma is hereby informed that he/she has been selected for appointment against a temporary post of Assistant in the Kendriya Vidyalaya Sangathan in the pay band of Rs.9300-34800/- with Grade Pay of Rs. 4200/- and posted at the Kendriya Vidyalaya Sangathan (HQ). He/she will draw allowances and other benefits in addition to pay at rates as admissible to the Kendriya Vidyalaya Sangathan employees. This offer of appointment is subject to the candidate being declared fit for the post of Assistant by a Civil Surgeon.

2. If the candidate is a woman, she should certify that she is not in the family way at the time of acceptance of the appointment. If however, she is pregnant of twelve weeks standing or more at the time of acceptance of appointment as a result of medical test, it will be open to candidate herself to seek exemption from joining the appointed post for the duration till her confinement is over, if she so desires. Furthermore, the affected woman candidate, in such a situation, who expresses her willingness to join, may be asked to produce a certificate of fitness from CMO of Govt. Hospital that she is fit to carry out the assigned work in her present state.

3. No TA will be admissible for first joining the Sangathan as Assistant.

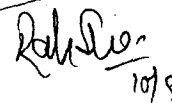
4. He/she will be on probation for a period of 02 years which may be extended. Upon successful completion of probation, he/she will be confirmed in his/ her turn as per the Kendriya Vidyalaya Sangathan rules.

5. During the probation and thereafter, until he/she is confirmed, the services of the appointee are terminable by one month notice on either side without any reason being assigned, thereof. The appointing authority, however, reserves the right to terminate the services of the appointee before expiry of the stipulated period of notice by making payment of such equivalent to the pay & allowances for the period of notice of the unexpired portion thereof.

6. Other terms and conditions of service governing the appointment are as laid down in the Education Code for Kendriya Vidyalaya Sangathan Employees amended from time to time. A Welfare Scheme has been introduced from 01.4.2002. Joining the above scheme is compulsory.


7. He/she will be eligible for the new Restructured Defined Contribution Pension Scheme only as circulated by KVS(HQ) vide circular No.2-17/2003-04/KVS(Budget) dated 08/12.03.2004 and F. 2-17/2003-04/KVS(Budget) dated 24.12.2004.

8. The appointment is provisional and is subject to the certificate relating to Scheduled Caste/ Tribe /Other Backward Classes/Physically Handicapped/ Blind being verified through the proper channel. If the verification reveals that the claim to belong to SC/ ST/ OBC/PH/Blind as the case may be, is false, the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificates.

  
10/9

9. He/ she will fill up the character and antecedents verification form along with recent photograph and will handover the same to the Administrative Officer (Estt.).
10. In case of any dispute or claim against the Kendriya Vidyalaya Sangathan, in respect of service or any contract arising out of or flowing from this offer of appointment the Courts of Delhi alone shall have jurisdiction.
11. If he/she accepts the offer on the terms and conditions stipulated he/ she would send his/ her acceptance immediately to this office on receipt of this memorandum and will join the Kendriya Vidyalaya Sangathan (HQ) mentioned overleaf on or before 28.9.2015. Necessary proforma for the purpose are enclosed herewith which should be submitted to the Administrative Officer (Estt.), after getting the same duly completed in any case by 28.9.2015. If the offer is not accepted by the said date or after acceptance if the appointee does not report for duty at the KVS (HQ) by 28.9.2015, this offer of appointment will automatically stand cancelled and no further correspondence will be entertained from him/ her.
12. Suppression of any information will be considered a major offence for which the punishment may extend to dismissal from the services.
13. He/she will not request for transfer within 1 (One) year of initial appointment or the first posting.

**He/she is liable to be transferred anywhere in India.**

  
(Rakesh Sharma) 10/9/15  
Deputy Commissioner (Admn.)

Encl. As above.

Sh. Neeraj Kumar Sharma,  
Raj Bahadur Ki Gali,  
Basan Gate, Bharatpur,  
Rajasthan - 321001

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