

# ATOMIC ENERGY EDUCATION SOCIETY (Regd.)

(Autonomous Body under Department of Atomic Energy, Govt. of India)

## RECRUITMENT OF TEACHERS AND NON-TEACHING STAFF

### ADDENDUM TO Advertisement No. AEES/01/2017

This is in continuation of AEES advertisement No. AEES/01/2017 regarding recruitment of teachers and non-teaching staff published in Employment News on 28<sup>th</sup> January – 3<sup>rd</sup> February, 2017. In addition to the posts advertised in the said advertisement No. AEES/01/2017, AEES invites applications to fill up the following posts which include backlog, existing and anticipated vacancies:

**General Information for the eligible candidates:** The detailed eligibility criteria, mode of selection and age relaxations are given below:

**Table 1** Principal (Group A Post)

Post Code	SC	ST	OBC	UR	Persons with Disabilities (PWD) (OH/HH/VH)	Total	Pay Band-3	Upper Age Limit (As on 03/03/2017)
01	-	-	-	1	-	01	₹ 15600- ₹ 39100 plus Grade Pay ₹ 7600/-	*50 years as on the last date of receipt of application

\* Minimum age 35 years and maximum 55 years including age relaxations.

### Educational and Other Qualifications for the post of Principal (Post Code 01)

Post Code	Post	Qualification (s) and Experience
01	Principal	<b>Essential Qualifications</b> (i) Master's Degree from recognized university with at least 50% marks in aggregate. (ii) B.Ed. or equivalent teaching degree. (iii) Proficiency in teaching in English medium. <b>Experience</b> (i) Persons holding analogous posts or posts of Principals in the PB-3 Rs.15600-39100 with Grade Pay Rs. 7600/-; <b>OR</b> (ii) Vice Principal in the PB-3 Rs.15600-39100 with Grade Pay Rs. 5400/- with at least 01 year's service; <b>OR</b> (iii) Persons holding posts of PGTs or Lecturer in the PB-2 Rs. 9300-34800 with Grade Pay Rs. 4800/- or equivalent with at least 8 years regular service.

**Desirable:** Proficiency in teaching in Hindi medium.

**Note:** Candidates having Special B.Ed. are not eligible for the post of Principal.

**Table 2 A Post Graduate Teacher (PGT) (Group B Post)**

Post Code	Subject	SC	ST	OBC	UR	Persons with Disabilities (PWD) (OH/HH/VH)	Total	Pay Band-2	Upper Age Limit (As on 03/03/2017)
12	Hindi	-	1	1	-	-	02	₹ 9300- ₹ 34800 plus Grade Pay ₹ 4800/-	40 years as on the last date of receipt of application
17	Biology	-	-	1	-	-	01		
18	Computer Science	-	1	-	1	-	02		
<b>Total</b>		-	<b>2</b>	<b>2</b>	<b>1</b>	-	<b>05</b>		

**Educational and Other Qualifications for Post Code 12 & 17****Essential:**

(i) Master's Degree from a recognized University with at least 50% marks in aggregate or equivalent CGPA (obtained by conversion to percentage in accordance with the method of conversion of corresponding University/institution's norms) in the following subjects:

**OR**

Two years integrated Post Graduate Course of Regional College of Education of NCERT in the following subjects with at least 50% marks in aggregate or equivalent CGPA (obtained by conversion to percentage in accordance with the method of conversion of corresponding University/institution's norms).

Post Code	Post (Subject)	Subject(s)
12	PGT (Hindi)	Hindi
17	PGT (Biology)	Botany/ Zoology/ Life Sciences/ Biosciences /Genetics / Micro Biology/ Bio-Technology/ Molecular Bio/ Plant Physiology provided they have also studied Botany and Zoology at Graduation level.

(ii) B.Ed. or equivalent degree from a recognized University.

(iii) Proficiency in teaching in English medium.

**Desirable:** Proficiency in teaching in Hindi medium.

**Note: Candidates having Special B.Ed. are not eligible for the post of PGT.**

**B Educational and other Qualifications for Post Code 18**

Post Code	Post (Subject)	Qualification (s)
18	PGT (Computer Science)	<b>Essential:</b> (i) At least 50% marks in aggregate or equivalent CGPA (obtained by conversion to percentage in accordance with the method of conversion of corresponding University/institution's norms) in any of the following:

		<p>B.E. or B. Tech. (Computer Science/IT) from a recognized University or equivalent Degree or Diploma from an institution / University recognized by the Govt. of India</p> <p style="text-align: center;"><b>OR</b></p> <p>M.Sc. (Computer Science) / MCA or Equivalent from a recognized University</p> <p style="text-align: center;"><b>OR</b></p> <p>'B' Level from 'DOEACC', Ministry of Information and Communication Technology and Post Graduate Degree in any subject.</p> <p style="text-align: center;"><b>OR</b></p> <p>'C' level from 'DOEACC', Ministry of Information and Communication Technology and Graduation.</p>
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(ii) Proficiency in teaching in English medium.

**Desirable:**

- (i) Knowledge of Multi-Media and Web Technology, Computer Science and Informatics Practices.
- (ii) Proficiency in teaching in Hindi medium.

**Note:** *For subsequent promotion, the incumbent will have to acquire B.Ed. or equivalent degree from a recognized University*

**1. Information for all Posts:**

- (i) AEES will make preliminary scrutiny of all the applications to determine the eligibility of candidates before the written test.
- (ii) Working knowledge of Computer is desirable for all the posts.
  - (iii)(a) **For Principal Post:** There will be a written examination for all the Screened-in applicants. Candidates who have qualified in the written examination (Part-II and Part-III) will be considered for interview. Candidates applying for UR posts and scoring 50% and above in the written test separately in Part-II and Part-III will be eligible for short listing for interview.
  - (b) **For PGT Posts:** There will be a written examination for all the Screened-in applicants. Candidates who have qualified in the written examination (Part-II) will be called for skill test. Candidates applying for UR posts & scoring 50% and above, and candidates applying for reserved posts & scoring 45% and above in the written test (Part II) will be eligible for short listing for Skill Test.
- (iv) The number of advertised vacancies may vary. They may decrease or increase depending upon the actual requirement.
- (v) The decision of AEES about the mode of selection to the posts and eligibility conditions of the applicants shall be final and binding. No correspondence will be entertained in this regard.
- (vi) **Travelling Allowance:** Eligible outstation SC/ST candidates will be paid to and fro second class train fare or ordinary State Transport bus fare by shortest route, as per Government rules, when called for **interview/Skill Test only.**
- (vii) The date of determining the eligibility of all candidates in every respect (i.e. age limit, essential qualification and other criteria etc.) shall be the last date of submitting the application.

- (viii) Qualifications acquired by the candidates should be strictly in accordance with the prescribed qualifications. **Any candidate seeking claim of equivalence of the qualifications with that of the notified one should furnish documentary evidence in support of their claim at the time of applying for the post** otherwise such applications will be rejected.
- (ix) In the cases where the candidate has received grades letter or grading points instead of marks, they should convert the grades obtained to equivalent marks based on the authentic certificate issued by the concerned Board/University /Institution explaining the method of conversion. A copy of such authentic certificate issued by the concerned Board/University /Institution explaining the method of conversion should be attached alongwith the application form, failing which the application will be summarily rejected. No correspondence will be entertained by AEES in this regard.
- 2. Age Relaxation:** Maximum relaxation allowed in upper age limit will be as under:
- (i) SC/ST candidates – 5 years for the posts reserved for them.
- (ii) Other Backward Classes [Non Creamy Layer (NCL)] candidates – 3 years for the posts reserved for them.
- (iii) Women candidates – 10 years
- (iv) AEES regular employees or in regular Central Government service – 5 years
- (v) PWD: SC/ST – 15 years, OBC (NCL) – 13 years and UR – 10 years for the posts reserved for them.

**Note:**

- (i) **All the age relaxations mentioned above will be concurrent, i.e. if a person is eligible for more than one concession, only one of the concessions of the highest permissible limit will be granted.**
- (ii) The age relaxation for reserved category applicants is admissible only in the case of vacancies reserved for such categories. The reserved category applicants, who apply against posts meant for UR category, are not entitled to get age relaxation.
- (iii) The reserved category applicants, who apply against posts meant for UR category, are also not entitled for any concession in the written test marks. They have to compete with the UR category candidates in all aspects.

**3. Scheme of Written Examination:** The scheme of examination for the post of Principal and PGT is as under:

- (i) (a) The scheme of examination for the post of Principal is as under:

Test	Component of the test	Number of questions	Total marks	Duration of the test
	Written Examination			
Part-I	1. General English	10	10	3 Hours
	2. General Hindi	10	10	
Part-II	1. General Knowledge & Contemporary Issues	10	10	
	2. Logical Reasoning	10	10	
	3. Computer Literacy	10	10	
	4. Quantitative Aptitude Test	10	10	
Part-III	<b>I. Academic (30 MARKS)</b>			
	1. Child Development and Pedagogy	10	10	
	2. Perspective in Education and School Organization	10	10	
	3. Teaching Methodology	10	10	

	<b>II. Administration and Finance (70 MARKS)</b> (i) CCS (CCA) Rules (ii) CCS (Conduct) Rules (iii) Fundamental & Supplementary Rules (iv) TA, Rules (v) LTC, Rules (vi) Medical Attendance Rules (vii) Pension Rules & New Pension Rules (viii) GFR – Purchase Procedure (ix) Income Tax & Service Tax	70	70	
<b>Total (Written exam.)</b>		<b>160</b>	<b>160</b>	

- (b) For the post of Principal, the Answer Script of Part II and III of the candidate will be evaluated only if he/she qualifies in Part I of the Written Test by securing minimum 3 marks each in English and Hindi subjects and 7 marks in aggregate.
- (c) Negative marking will be applicable in Part II & III of written examination and deduction of 0.25 marks will be made for each wrong answer.

(ii) (a) The scheme of examination for the post of PGT is as under:

<b>Post/ Subject</b>	<b>Part - I</b>	<b>Part – II</b>	<b>Marks/ Duration</b>	<b>Syllabus for the subject (s) concerned</b>
PGTs (Hindi, Biology & Computer Science)	40 Multiple Choice Questions in English and Hindi Subjects carrying 20 marks each (total 40 marks)	160 Multiple Choice Questions carrying 1 mark each comprising of Current Affairs (20), Reasoning and Numerical Ability (20), Teaching Methodology (20) and the subject concerned (100)	200 marks/ 3 hours	As per UGC syllabus upto Post Graduation level in the concerned subject.

- (b) For the posts of PGT (Hindi, Biology & Computer Science), the Answer Script of Part II of the candidate will be evaluated only if he/she qualifies Part I of the Written Test by securing minimum 5 marks each in English and Hindi subjects and 13 marks in aggregate in English and Hindi.
- (c) Negative marking will be applicable in Part II of written examination and deduction of 0.25 marks will be made for each wrong answer.

#### **4. Guidelines for skill test (For PGT posts only)**

Detailed guidelines will be made available on AEES website ([www.aees.gov.in](http://www.aees.gov.in)) after the written test. The same will also be sent to the candidates who have qualified in the written test and have been short-listed for skill test.

## 5. Mode of Selection

### (i) **For Principal post:**

(a) Candidates applying for UR posts and scoring 50% and above in the written test separately in Part-II and Part-III will be eligible for short listing for interview.

(b) However, the number of candidates called for the interview will be 5 times the number of vacancy that will be solely based on the merit list prepared based on the marks scored in the written test of Part-II and III.

(c) Candidates applying for UR posts and scoring 50% and above marks in interview will be considered for preparation of the final merit list.

(d) The final selection will be based on the merit list prepared by taking the aggregate marks obtained in written test and in the interview (subject to the candidates scoring 50% and above marks in both written and interview, separately). The weightage shall be 50:50.

**Note:** The reserved category applicants, who apply against posts meant for UR category, are also not entitled for any concession in the written test and interview marks. They have to compete with the UR category candidates in all aspects.

### (ii) **For PGT posts:**

(a) Candidates applying for UR posts & scoring 50% and above, and candidates applying for reserved posts & scoring 45% and above in the written test (Part II) will be eligible for short listing for Skill Test.

However, the number of candidates called for the Skill Test will be 5 times the number of vacancies for each post/subject that will be solely based on the merit list prepared based on the marks scored in the written test of Part-II.

(b) The Skill test will only be of qualifying nature and will be conducted on a Go/No-Go basis for the candidates shortlisted for the same.

### (iii) **Centres for Written test:**

(a) For the post of Principal, the written test and interview will be held at Mumbai.

(b) For the post of PGTs, the written test shall be held at 4 (four) zonal centres of AEES (Table 3). The candidates have an option to choose any one out of these four centres for the written test. The exact date, venue and other details will be communicated with the admit card and the same will be uploaded on the AEES website. The candidate(s) will have to report at the allotted centre at his/her expenses. No request for change of examination centre once allotted will be entertained.

**(Table-3)**

Name of the Centre	Centre Code	Name of the Centre	Centre Code
Rawatbhata (Rajasthan)	21	Kalpakkam (Tamil Nadu)	23
Jaduguda (Jharkhand)	22	Mumbai (Maharashtra)	24

(c) **Skill Test for PGT posts** will be held at Mumbai.

## 6. Examination Fees and Mode of Payment:

- a) For applying to the aforesaid posts, candidates are advised to remit a fees of ₹ 750/- (Rupees Seven Hundred Fifty only) by way of Demand Draft only drawn in favour of "ATOMIC ENERGY EDUCATION SOCIETY" payable at Mumbai.
- b) **No Fees is required to be paid by Women/SC/ST/PWD candidates.**

### **IMPORTANT:**

**The Society will accept fees through Demand Draft only.** The fees remitted other than Demand Draft will not be accepted and all such applications will be treated as having been received without fees. Further, such applications will be summarily rejected and no correspondence will be entertained by AEES in this regard.

## 7. How to Apply:

- (i) Those who fulfil all the eligibility criteria may apply in the prescribed format to Chief Administrative Officer, Atomic Energy Education Society, Central Office, Western Sector, Anushaktinagar, Mumbai - 400094 enclosing the Demand Draft.
- (ii) Download the application format available at AEES website ([www.aees.gov.in](http://www.aees.gov.in)) under **P&C** tab and take a print out on A4 size paper. No other format will be accepted.

## 8. Instructions to the Candidates:

- (i) Fill application form and Admit Card, affix self-attested recent passport size photographs on both (application form and Admit Card) and post/despatch these with one set of self attested enclosures as specified in the application format to **Chief Administrative Officer, Atomic Energy Education Society, Central Office, Western Sector, (AEC School No-6), Anushaktinagar, Mumbai-400094** superscribing the post applied for on the envelope.
- (ii) The duly filled in application with enclosures should reach this office **within 21 days** of the publication of this advertisement in Employment News (including the day of publication). If the 21<sup>st</sup> day falls a non-working day for AEES, the next working day will be treated as the last day for receipt of application. The applications received after the stipulated date will not be entertained. Therefore, **candidates are advised to send the application well in advance to avoid any postal delay, in such a manner that the same reaches AEES before the stipulated date.**
- (iii) Candidates serving in Govt. Organizations/Department, any recognized institutions/organizations, autonomous bodies of Central Govt./State Govt. must apply through proper channel. They will also be required to produce a 'No Objection Certificate (NOC)/VIGILANCE/SERVICE certificate' at the time of the interview/Skill Test. However, such a candidate may send an advance copy of application so as to reach the above-mentioned address before the stipulated date. The advance applications will be considered provisionally subject to the condition that the applications sent through proper channel are invariably received before the issue of admit cards to the candidates.

- (iv) A candidate cannot apply for more than one subject in the same category of post.
- (v) The Admit Card issued under the signature and seal of the issuing authority of Atomic Energy Education Society after allotting the Roll Number will be despatched to the candidates which has to be compulsorily produced by them at the time of Written Test/Skill Test/interview.
- (vi) In the case of Visually/Orthopaedically challenged candidates who cannot write on their own, guide/scribe will be arranged on advance intimation of 15 days at the centre to assist such candidates in writing the answers on their behalf. 30 minutes extra time will be given to such candidates. VH/OH candidates will not be allowed to bring their own guide/scribe for written examination.
- (vii) For availing of the concession admissible to PWD candidates, he/she should produce a certificate in the prescribed proforma from Medical Board constituted by a Central/State Government alongwith his/her application for the Written Examination.
- (viii) The concession admissible to the visually challenged candidates shall not be admissible to those suffering from Myopia.
- (ix) AEES reserves the right to fill up all the advertised posts or alter the number of posts or even cancel the whole process of recruitment without assigning any reason and without any notification, withdraw any advertised post(s) at any time without giving any reason. The numbers of vacancies are subject to change.
- (x) **All the candidates are advised to visit the AEES website at regular intervals to get the updates. AEES also reserves the right to alter/insert any corrections/additions in the event of any typographical error before the last date prescribed for the receipt of applications, for which the candidates are advised to look for the changes (if any) on AEES website (www.aees.gov.in).**
- (xi) Mere eligibility will not entitle a candidate for being called for written test and interview/Skill Test. Applications received without filling the required details or without enclosing necessary documents/demand draft, or those received after the last date will be summarily rejected.
- (xii) The candidates should note that their admission to the written test and interview/Skill Test will be purely **provisional** based on the information given by them in the application form. This will be subject to verification of all the eligibility conditions with reference to original documents as specified in the Advertisement. Candidature of a candidate/applicant is liable to be rejected at any stage of recruitment process or even after joining, if any information provided by the candidate is found to be false/concealed or not in conformity with the eligibility criteria at any stage.
- (xiii) The SC/ST candidates should submit a self attested copy of a latest caste certificate in the prescribed proforma with the application.



- (xiv) The candidates belonging to OBC (Non Creamy Layer) must produce a self attested copy of latest certificate in the prescribed proforma as is issued for employment in Central Govt. Offices from competent authorities. The certificate should specifically indicate that the candidate does not belong to the persons/sections (creamy layer) and the certificate should be in the prescribed format **with validity period of one year** circulated by Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training, Government of India.
- (xv) The candidates belonging to SC/ST/OBC (NCL)/PWD should clearly indicate the same in the application (**even when applying for UR vacancy**) and should furnish proof of the same in the specified format at the time of interview/skill test failing which they will be treated as unreserved and subsequent representations for change of community status will not be entertained.
- (xvi) Mobile Phones, pagers or any other electronic communication devices are not allowed inside the premises where the written examination is conducted. Any infringement of these instructions shall entail disciplinary action including ban from future examinations.
- (xvii) It is also important to note that candidates are not permitted to use calculators. They should not, therefore, bring the same inside the examination hall, since the facility of safe keeping of mobile, pagers, calculators will not be available at the examination hall.
- (xviii) Fees once remitted will **NOT** be refunded under any circumstances.
- (xix) Selected candidates are liable to be posted to any AEC School/Junior College in India.
- (xx) The Candidates applying for the advertised posts/subjects should ensure that they fulfil all eligibility conditions as per the advertisement. **Admission in written test and interview/Skill Test will be purely provisional, subject to satisfying the prescribed eligibility conditions.**
- (xxi) For all practical purposes or in case of any discrepancy in the context of text of the advertisement in Hindi language, the English version of the advertisement will prevail.
- (xxii) Mere issue of Admit Card to the candidate will not imply that his/her candidature has been finally cleared by AEES.
- (xxiii) The candidates are required to submit the latest (not older than 3 months) POLICE VERIFICATION CERTIFICATE (PVC) issued by the local police station at the time of his/her appearing for interview/skill test.
- (xxiv) The list of screened-in candidates, the date and venue of written test, and the date of interview/Skill Test will be displayed on AEES website ([www.aees.gov.in](http://www.aees.gov.in)). In this regard, candidates are advised to visit our AEES website regularly.

## **9. Correspondence with AEES:**

The AEES will not enter into any correspondence with the candidates about their candidature except in the following cases:

- (i) The answer key of the written test (Part-I, Part II and Part-III) will be displayed on AEES website ([www.aees.gov.in](http://www.aees.gov.in)) within a week after the written test. If any candidate feels that there is any discrepancy in the answer key(s), he/she is required to email to Principal and Head, Academic Unit, AEES at [hau-aees@nic.in](mailto:hau-aees@nic.in) within 72 hours from the display of answer key on AEES website. Emails, if any received in this regard after 72 hours on this email id will not be entertained by AEES. AEES will examine all such discrepancies and take appropriate decision which shall be final and binding and no further correspondence shall be entertained by AEES in this regard.
- (ii) Photo Admit Cards indicating the Roll numbers will be issued to the candidates who are Screened-in for the written examination. If the candidate does not receive his/her Admit Card or any other communication regarding his/her candidature for the examination three weeks before the date of the written examination, he/she should contact Central Office, AEES. On receipt of such a communication, Admit Card or a duplicate copy thereof will be issued to the candidate. Information in this regard can also be obtained from the concerned zonal centres of AEES one day before the date of written examination.
- (iii) No candidate will be allowed to take the examination unless he/she holds an authentic Admit Card issued by AEES for the written examination. On the receipt of Admit Card, candidates should check it carefully and bring discrepancies /errors, if any, to the notice of CAO, AEES immediately.

**10 In case of any dispute with regard to this recruitment will be subject to the Courts having jurisdiction in Mumbai only.**

**11 Answer sheets (OMR), Application form and other related records will be preserved up to the period of six months only, from the date of declaration of final results, and thereafter, these shall stand destroyed.**

**CANVASSING IN ANY FORM WILL DISQUALIFY THE CANDIDATES.**

This addendum is also available on AEES website at [www.aees.gov.in](http://www.aees.gov.in)