



**Government of Jammu and Kashmir**  
**DIRECTORATE OF SCHOOL EDUCATION**  
**MUTHI CAMP JAMMU-181205**

Sub: Advertisement Notice for hiring of "**Cluster Resource Coordinator for Teaching Support**" till end of Academic session 2024-2025 (31<sup>st</sup> March 2025) for Govt. High and Higher Secondary Schools.

**Notice No: 03 DSEJ of 2024**  
**Dated: 20-06-2024.**

Applications through online mode on prescribed format are invited from the Post-Graduate candidates of Jammu Division having secured minimum 50% Marks in Post-Graduation and who are domicile of concerned district of J&K UT for hiring on temporary basis as "**Cluster Resource Coordinator for Teaching Support**" in Govt. High and Higher Secondary Schools of various districts of Jammu Division for the below mentioned subjects as per the following breakup:

S.No.	District	Botany	Chemistry	Commerce	Computer Science	Dogri	Economics	Education	English	EVS	Geography	Hindi	History	Maths	Physics	Political Science	Sanskrit	Sociology	Statistics	Urdu	Zoology	Total
1	Udhampur	10	4	1	0	0	8	14	10	5	1	10	4	11	1	6	0	2	0	5	8	100
2	Doda	5	9	1	4	0	8	12	16	8	8	12	7	12	8	13	0	1	1	7	8	140
3	Jammu	1	0	0	0	0	0	0	8	0	1	0	1	1	2	0	1	0	0	0	0	15
4	Kathua	7	0	1	2	1	6	12	16	2	2	7	5	5	0	8	2	2	0	5	7	90
5	Kishtwar	9	7	0	1	0	4	3	5	3	0	2	1	10	10	2	0	1	0	2	6	66
6	Poench	4	7	0	1	0	4	6	11	3	4	0	2	3	5	2	0	3	0	0	0	55
7	Rajouri	5	3	0	0	0	8	14	19	2	3	7	3	12	4	5	1	2	0	4	5	97
8	Ramban	9	5	0	1	0	4	7	10	0	0	2	3	6	6	6	0	1	0	5	9	75
9	Reasi	6	4	0	2	0	5	12	14	6	1	7	8	7	4	8	1	1	0	8	6	100
10	Samba	0	1	0	0	0	0	3	2	0	0	0	0	1	0	2	1	0	0	0	0	10
	Total	56	41	3	11	1	47	83	111	29	20	47	34	68	40	52	6	13	1	36	49	748

**Term and Conditions:**

1. The hiring of the Cluster Resource Coordinators will be made subject wise on merit basis, to be determined separately for each district after ascertaining the genuineness of the documents/ testimonials and recognition/validity of the course(s).
2. The hiring shall be made upto 31st March 2025 which shall be strictly as per the performance & feedback of school Head.
3. The hiring shall be purely on "Temporary Basis" for Govt. High and Higher Secondary Schools on monthly remuneration of Rs.25000/= (Rupees Twenty Five thousand only) to be released only after obtaining satisfactory Character & Antecedents certificate from Special DG CID J&K and strictly as per the performance and feedback from the Head of Institution.
4. The candidates can apply for only one subject.
5. The hiring thus made shall not have any preferential claim to the candidates for selection on a regular basis.
6. The tenure of "Temporary Hiring" shall end on 31<sup>st</sup> March 2025 without any further notice/information. In case of the regular arrangement made by the Government, the CEO shall shift the same CRC as per requirement.

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## **Age as on 1st January 2024**

Age limit in years	Not born after	Not born before
40	01-01-2006	01-01-1984

### **Domicile:**

The candidate should be a domicile of the concerned district of Union Territory of Jammu & Kashmir. The candidate must possess the domicile certificate issued by the competent authority in the prescribed format for submission of online application form.

### **Documents to be uploaded:**

Following documents shall be uploaded with the application form:-

1. Domicile Certificate
2. Affidavit duly sworn in and attested by the Ist Class Judicial Magistrate as per enclosed prescribed format.
3. Date of Birth Certificate (Matriculation)
4. PG Degree along with consolidated Marks Cards.
5. Conversion Certificate (from CGPA to Percentage from the concerned University) for the candidates, having been awarded grades in CGPA in any degree/examination for which credits are to be given in calculation of merit.
6. M.Phil Certificate, if applicable.
7. Ph.D Certificate, if applicable.
8. NET/SET Certificate, if applicable.
9. Character & Antecedent Certificate from Special DG CID J&K (after final selection)
10. List of Research papers upto 04 as I/II or corresponding author as per "Format-A" attached herewith.

### **How to apply:**

1. The candidates are required to apply online on the website of Directorate of School Education Jammu through link available on [www.schedujammu.nic.in](http://www.schedujammu.nic.in) from 21-06-2024 till 28-06-2024. No other means/mode of application shall be accepted.
2. The candidate shall also be required to upload the image of recent passport size colored photograph.
3. No application shall be entertained after the expiry of last date.
4. Application should be supported by the self-attested certificates/testimonials.
5. In the event of any information given by candidate found false, incomplete, incorrect, forged, tampered, the candidature of the applicant will be cancelled without any notice thereof. Further, misleading information shall also warrant necessary legal & criminal action.
6. Subject-wise/District-wise vacancies can increase or decrease depending upon transfers/promotion and outcome of PSC selections/appointments, if any.
7. The candidature shall be considered only in respect of domicile district of the candidate.

**Last Date Of Submission Of Online Forms: 28-06-2024 upto 24 hrs.**

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### Selection procedure:

The selection of the candidates will be made as per the following criteria:

- |  |            |
|--|------------|
| 1. PG ( in the relevant subject)                 | :85 Points |
| 2. NET/SET                                       | :03 Points |
| 3. M.Phil. ( in the relevant subject)            | :05 Points |
| 4. Ph.D. ( in the relevant subject)              | :08 Points |
| 5. Publications (National & International level) | :04 Points |

**Maximum: 100 points**

### Clarification on weightage:

M.Phil & Ph.D.: Candidates holding both M.Phil and Ph.D. degrees will be awarded a maximum of 08 points. In such instances, the candidate will receive 08 points for the highest degree (Ph.d.), with no additional points granted for the M.Phil Degree. For candidates, possessing only an M.Phil Degree, 05 points will be awarded. For candidates possessing only Ph.D. degrees, 08 points will be awarded.

**Note:** The Merit list will be compiled, subject wise for each district separately. In case two or more candidates of the same subject score same points, the candidate having higher marks percentage in PG shall be given the first preference and if the tie still persists, it shall be resolved on the basis of UG marks. In case tie persists at UG marks also, age of the applicant shall determine the eligibility. In case any dispute arises in determining the eligibility of candidate, the decision of the Administrative Secretary School Education Department shall be final.

Sd/-  
(Ashok Kumar Sharma) JKAS  
Director School Education  
Jammu.

No: DSEJ/GAZ/Lect/2024/15128-48

Dated: 20-6-2024

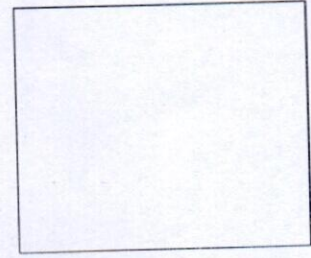
Copy to the:-

1. Principal Secretary to Govt. School Education Department, Civil Sectt. J&K for information.
2. Project Director, Samagra Shiksha, for favour of information.
3. OSD to Hon'ble Advisor (B) to Lieutenant Governor UT of J&K for information.
4. Joint Director, Information Department, Jammu with the request to publish the notification in leading local Dailies for its vide publicity.
5. Joint Director \_\_\_\_\_ (All) Jammu Division for information.
6. Chief Education Officer \_\_\_\_\_ (All) Jammu Division for information and necessary action.
7. I/c Website, Directorate of School Education, Jammu for uploading the notification on the official website.
8. Office order file.

20/6  
20/6  
20.06.24  
(Manisha) JKAS  
Personnel Officer

# APPLICATION FOR ENGAGEMENT OF "CLUSTER RESOURCE COORDINATOR FOR TEACHING SUPPORT" IN GOVERNMENT HIGH & HIGHER SECONDARY SCHOOLS OF JAMMU DIVISION-2024

File No. \_\_\_\_\_ (For office use only)  
 (Support documents in order of the respective serial)



1. Name: \_\_\_\_\_
2. Parentage: \_\_\_\_\_
3. Residence (as per Domicile): \_\_\_\_\_  
 \_\_\_\_\_
4. D.O.B. \_\_\_\_\_
5. Higher Qualification: \_\_\_\_\_
6. Subject applied for: \_\_\_\_\_
7. Details of qualification/Marks: \_\_\_\_\_
8. Adhaar No. \_\_\_\_\_

Examination	Marks Obtained	Maximum Marks	Percentage	University	Mode of acquiring the Degree	Year of Passing
PG in the Subject applied						
M.Phil						
P.hD						
Details of Publication						

9. Whether M.Phil Qualified: \_\_\_\_\_ University \_\_\_\_\_
10. Whether Ph.D Qualified: \_\_\_\_\_ University \_\_\_\_\_
11. Whether NET/SET Qualified: \_\_\_\_\_ University \_\_\_\_\_
12. Details of publications (National/International)
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_
  - c. \_\_\_\_\_
  - d. \_\_\_\_\_

13. Whether on the rolls of any university/Institution at present: \_\_\_\_\_
14. Contact No. \_\_\_\_\_

I \_\_\_\_\_ do hereby solemnly declare that the particulars given herein above are correct to the best of my knowledge and belief and in case of any discrepancy; I shall be responsible for any consequential/criminal prosecution.

**Date**  
**Place.**

**Signature of Candidate**

**Affidavit Format**

I \_\_\_\_\_ S/o,D/o,W/o \_\_\_\_\_ R/o: \_\_\_\_\_ T  
ehsil: \_\_\_\_\_ District: \_\_\_\_\_, presently under the proposal for consideration as  
"Cluster Resource Coordinator for Teaching Support" in Govt. High & Higher  
Secondary School for the subject \_\_\_\_\_ under the dispensation of purely  
temporary basis for the session 2024, do hereby solemnly affirm on oath as under:-

1. That I am a bonafide candidate for consideration under such dispensation.
2. That the documents / information, I have submitted for such hiring are genuine and in case any of the documents/information or the department /organization issuing such document/information turns out to be fake/bogus/incompetent to issue such documents or has disputed/dubious/sub-judice status, I shall be having no objection against the termination of my services.
3. That in case the post, for which I have been hired on temporary basis, gets filled up through selection/promotion by the PSC/DPC, I shall be having no claim for my continuance and I shall abdicate the post.
4. That in case the Principal/Hol concerned has any complaint in respect of my delivery or conduct and he/she is not satisfied with my performance/conduct, I shall be having no objection against any departmental action that may emanate from such poor performance/conduct.
5. That in case any university/Board/Institution, having issued the certificates which have not been considered on the basis of being dubious/disputed/sub- judice status, but later turns out to be recognized/accredited by the competent organization and other candidate having credentials of such University/Board Institution has been considered and has a preferential claim on the basis of his/her merit, I shall be having no claim for my continuance on lower merit.
6. That I shall neither claim for my permanent absorption in the department on the basis of instant hiring purely on temporary basis for a brief stint till March 31 2025, nor I shall be having any preferential claim at the time of my consideration for a post in the department on the basis of the instant hiring.

**Deponent**

**Verification**

## Format (A)

Research Papers (04.00 points @01.00 per paper, Maximum of 04 papers)

S.No.	Title of paper	Name of Journal	Corresp Author	Date of Acceptance	Date of Publication	UGC/ CARE Approved (peer reviewed)
1						
2						
3						
4						
Remarks:						

### Note:

- i. All the documents must be published/ accepted up to cut-off date,
- ii. The criteria for journal shall be that it should be a speciality journal recognised in the UGC- CARE list.
- iii. Posters, Case Reports/ Review of Original Article/ popular article/ Abstracts shall not be considered,
- iv. The publications/ research paper/ articles forming part of M.Phil./ Ph.D. (dissertation/ thesis) shall not count for grant of weightage.
- v. Candidate must submit proof of recognition of the journal.

Name of the Applicant: \_\_\_\_\_

Aadhaar Number: \_\_\_\_\_

Signature