



Ref. No.: JVM/26-27/Re-Ad/A-03/2026

Date: 10.06.2026

**STAFF RECRUITMENT ADVERTISEMENT**  
**(For Contractual Vacancies)**  
**Academic Session 2026–27**

In continuation of Advertisement No. JVM/26-27/Ad/A-02/2026 dated 07.02.2026, applications are invited from eligible and qualified Indian Nationals for engagement against the following contractual vacancies.

**IMPORTANT INSTRUCTIONS**

- A candidate may apply for only one post.
- Applications not fulfilling the prescribed eligibility criteria shall be rejected without notice.
- Eligibility regarding qualification, age, and experience shall be determined as on the date of advertisement.
- The appointments shall be purely on a contractual basis and may be extended further, subject to satisfactory performance and the continued requirement of the institution.
- The engagement shall not confer any right for regularization, absorption, or permanent appointment in the institution.

**POST-WISE VACANCIES & ESSENTIAL QUALIFICATIONS**

**1. PGT (Mathematics/Applied Mathematics) – 01 Post**

**Nature of Appointment:** Contractual

**Essential Qualifications:**

- M.Sc. in Mathematics/Applied Mathematics with Graduation in Mathematics (Honours) and B.Ed. from a recognized university.
- Minimum 50% marks in all examinations from Secondary level onwards, including B.Ed.
- Ph.D./Doctoral Degree in the relevant subject shall be preferred.

**Experience:**

- **Minimum 01 year teaching experience as PGT in Mathematics/Applied Mathematics.**

**Consolidated Remuneration:**

- ₹50,000/- per month.

**2. Data Entry Operator / MIS Executive – 01 Post**

**Nature of Appointment:** Contractual

**Essential Qualifications:**

- Graduate in any discipline from a recognized university.
- Minimum 50% marks in all examinations from Secondary level to Graduation.



**JAWAHAR VIDYA MANDIR**  
**SHYAMALI, RANCHI – 834002**

AFF.NO.-3430004  
SchoolNo.:66230  
Ph.:2411221,2411665

**जवाहर विद्या मंदिर, श्यामली, राँची 834002**

**Experience:**

- **Minimum 01 year of relevant experience** in collection, handling, storage, updation, and secure maintenance of student, staff, academic, and administrative data.
- Experience in handling ERP/Server Management, UDISE, APAAR ID, Examination Work, Data Management and related administrative functions.

**Consolidated Remuneration:**

- ₹25,000/- per month.

**COMMON ELIGIBILITY CONDITIONS**

**For PGT (Mathematics/Applied Mathematics)**

1. Candidates must possess proficiency in teaching through the English medium.
2. Basic computer knowledge is mandatory.
3. Teaching experience shall be considered only if supported by valid documentary proof.
4. Maximum age: **40 years** as on date of advertisement.

**For Data Entry Operator / MIS Executive**

1. Working knowledge of MS Office, Excel, Database Management and ERP systems are mandatory.
2. Maximum age: **30 years** as on date of advertisement.

**APPLICATION PROCEDURE**

**Application Fee**

**₹1,000/- (Rupees One Thousand only)** to be paid through a Demand Draft drawn in favour of **Jawahar Vidya Mandir, payable at Ranchi.**

**Note:** Candidates who have already submitted the prescribed Demand Draft against Advertisement No. JVM/26-27/Ad/A-02/2026 dated 07.02.2026 are **exempted from paying the application fee again.** Such candidates are required to enclose a copy of the previously submitted Demand Draft along with their application.

**Online Application**

Eligible candidates must apply through the **CAREERS** section of the school website: [www.jvmshyamali.com](http://www.jvmshyamali.com)

**Submission of Hard Copy**

After submitting the online application form, candidates shall send:

- Printed Online Application Form.
- Self-filled prescribed Bio-Data Form.
- Recent passport-size photograph.
- Self-attested copies of all Certificates and Testimonials.
- Demand Draft.



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**Applications should be sent by Registered Post/Speed Post/Courier to:**

**The Principal**

Jawahar Vidya Mandir, Shyamali  
P.O. Doranda, Ranchi – 834002 (Jharkhand)

**Envelope should be superscribed:**

"Application for the post of \_\_\_\_\_"

**Email Submission**

Scanned copies of the application and supporting documents must also be emailed to: **jvmstaff18@gmail.com**

**Last Date**

Applications must reach the school on or before **20.06.2026 (Saturday) by 2:00 PM.**

**SELECTION PROCEDURE**

1. Written Test / Skill Test for shortlisted candidates.
2. Class Demonstration -for PGT candidates / Skill Test- For Data Entry Operator/MIS Executive and followed by Personal Interview.
3. Information regarding selection stages shall be communicated through email/telephone.
4. No correspondence regarding the selection process shall be entertained.

**GENERAL CONDITIONS**

- The School Management Committee reserves the right to increase or decrease the number of vacancies or cancel the recruitment process at any stage without assigning any reason.
- Canvassing in any form shall lead to disqualification.
- No TA/DA shall be admissible for attending the test/interview or any stage of the selection process.

**Sd/-**  
**(PRINCIPAL)**

Jawahar Vidya Mandir, Shyamali, Ranchi