NAVY CHILDREN SCHOOL, KOCHI

STAFF RECRUITMENT FOR ACADEMIC YEAR 2027-28

NOTIFICATION FOR COMMON WRITTEN TEST- PHASE II, 05 DEC 26

Navy Children School, Naval Base, Kochi invites application from eligible candidates for the following Teaching/ Non-Teaching posts on contract basis for Academic Year 2027-28.

1. **Vacant Positions**.

Ser No	**Post** a.	**Vacancy** b.
	Teaching.	
1.	PGT(Mathematics)	01
2.	PGT (Economics)	01
3.	TGT(Hindi)	02
4.	TGT(Social Sciences)	01
5.	TGT(Sanskrit)	01
6.	TGT (Science)	01
7.	TGT (Mathematics)	01
8.	TGT(Music)	01
9.	PRT(Spl Educator)	01
10.	PRT(Hindi)	01
11.	PRT(General)	04
12.	PRT(Art)	01
13.	PRT(Physical Education) - Female	01
14.	Librarian	01
15.	Assistant Librarian	01
16.	Academic Counsellor - (Male)	01
Ser	**Post**	**Vacancy**
	Admin/Support Staff	
1.	Lower Division Clerk	01
2.	Group D(MTS) - Male/ Female	02/ 01

2. **Eligibility Conditions**.

2.1. **PGT**

Post	**PGT**
Vacancy	02(Two)
Category	Academic
Age Limit	To be between 21 to 50 years as on 01 July 2027
Eligibility Qualifications *(mandatory)*	2.1.1. Master's Degree in relevant subject completed as a regular course with at least 55% marks from a recognized university/ institution. 2.1.2. Bachelor of Education Degree in relevant subject or equivalent completed as a regular course from a university/ Institution recognized by Govt of India/ UGC/ AICTE/ National Council of Teacher Education with at least 50% marks.

	2.1.3. Should have studied requisite subject at both Senior Secondary and Graduation levels. 2.1.4. Preference should be given to candidates having experience of teaching relevant subject in recognized CBSE School(s).
Selection Procedure	Written Test (OMR), Class demonstration & Interview

2.1. **TGT**

Post	**TGT**
Vacancy	06(Six)
Category	Academic
Age Limit	To be between 21 to 50 years as on 01 July 2027.
Eligibility Qualifications *(mandatory)*	2.1.1. Bachelor's Degree in relevant subject studied as a regular course and qualified with at least 55% marks with relevant subject from a recognised University/ Institution. 2.1.2. Bachelor of Education Degree in relevant subject or equivalent completed as a regular course from a university/ Institution recognized by Govt of India/ UGC/ AICTE/ National Council of Teacher Education with at least 50% marks. 2.1.3. Should have studied the relevant subject at Sr Secondary also.
Desirable Qualifications/ Experience	2.1.4. Preference will be given to candidates having regular Master's Degree in relevant subject from a recognized university and/ or experience of teaching in relevant subject in recognized CBSE school(s).
Selection Procedure	Written Test (OMR), Class demonstration & Interview

2.2. **PRT**.

Post	**PRT**
Vacancy	04 (Four)
Category	Academic
Age Limit	To be between 21 to 50 years as on 01 July 2027
Eligibility Qualifications *(mandatory)*	2.2.1. Bachelor's Degree completed as a regular course from any recognized University/ Institution with minimum 55% marks aggregate **AND** 2.2.2. Bachelor of Education/ D El Ed or equivalent completed as a regular course from a University/ Institution recognised by Govt of India/ UGC/ AICTE/ NCTE with atleast 50% marks. **OR** Senior Secondary (Class XII or its equivalent) from a

	recognized board with minimum 55% marks aggregate AND two year Diploma in Elementary Education/ four year Bachelor of Elementary Education completed as a regular course from a recognized university/ institution with at least 50% marks.
Desirable Qualifications/ Experience	2.2.3. Preference will be given to candidates having experience of teaching in reputed Foundational and Preparatory stage CBSE school(s).
Selection Procedure	Written Test (OMR), Class demonstration & Interview

2.3. **Librarian**

Post	**Librarian**
Vacancy	01 (One)
Category	Admin (Non-Teaching)
Age Limit	To be between 21 to 50 years as on 01 July 2027
Eligibility Qualifications *(mandatory)*	2.3.1. Bachelor's Degree in Library Science or Bachelor's Degree in any subject with One year Diploma in Library Science completed as a regular course from any university/ Institution recognised by the Govt. of India/ UGC/ AICTE, with minimum 55% marks aggregate in the relevant subject.
Selection Procedure	Written Test (OMR), Practical Skill test on Computer & Interview.

2.4. **Asst Librarian**

Post	**Asst Librarian**
Vacancy	01 (One)
Category	Academic
Age Limit	To be between 21 to 50 years as on 01 July 2027.
Eligibility Qualifications *(mandatory)*	2.4.1. 10+2 with one year Diploma in Library Science completed as a regular course from any University/ Institution recognized by the Govt. of India/ UGC/ AICTE, with minimum 55% marks aggregate in the relevant subject.
Selection Procedure	Written Test (OMR), Practical Skill test on Computer & Interview.

2.5. **Academic/ School Counsellor - Male**

Post	**Academic/ School Counsellor - Male**
Vacancy	01 (One)
Category	Academic
Age Limit	To be between 21 to 50 years as on 01 July 2027.
Eligibility Qualifications *(mandatory)*	2.5.1. Bachelor's/ Master's degree in Psychology/ Child Development with one-year Certificate/ Diploma in Counselling. **OR** Graduate/ Post Graduate with Diploma in Career Guidance and Counselling (from recognized bodies like

	NCERT or IGNOU). 2.5.2. Alternatively, a Postgraduate Diploma in Guidance and Counselling (from recognized bodies like NCERT or IGNOU). 2.5.3. Preference will be given to candidates having experience of teaching in reputed Foundational and Preparatory stage/ CBSE/ school(s).
Selection Procedure	Written Test (OMR), Class demonstration & Interview.

2.6. **PRT(Special Educator)**

Post	**PRT**
Vacancy	01(One)
Category	Academic
Age Limit	To be between 21 to 50 years as on 01 July 2027.
Eligibility Qualifications *(mandatory)*	2.6.1.Graduate with B Ed(Special Education) or BEd with two year Diploma in Special Education or Post Graduate Professional Diploma in Special Education with atleast 50% marks from a recognized university/ institution. **OR** 2.6.2. Any other equivalent qualification approved by Rehabilitation Council of India as a regular course and qualified with atleast 50% marks from recognized university/ institution.
Desirable Qualifications/ Experience	2.6.3. Valid registration with Rehabilitation Council of India. 2.6.4.Preference will be given to candidates having experience of teaching reputed CBSE school(s).
Selection Procedure	Written Test (OMR), Class demonstration & Interview

2.7. **Lower Division Clerk**

Post	**Lower Division Clerk**
Vacancy	01 (One)
Category	Administrative
Age Limit	To be between 21 to 50 years as on 01 July 2027. **Ex Servicemen candidates shall be allowed maximum upper age limit of 55 yrs.**
Eligibility Qualifications *(mandatory)*	2.7.1. Bachelor's Degree (or Equivalent qualification in Armed Forces) with adequate knowledge of clerical duties 2.7.2. Typing speed of 40 words per minute. Ability to correspond independently in English.

	2.7.3. Three years' experience in handling of office work. Preference will be given to the candidates having relevant experience in the rank of PO or above, or equivalent in Army/ IAF. 2.7.4. Computer proficiency in MS Office/ Office Automation/ AI tool ERP Software.
Selection Procedure	Written Test (OMR), Skill test & Interview.

2.8. **Support Staff (MTS)**

Post	**Support Staff (MTS)/ Safaiwala**
Vacancy	03 (02 Male + 01 Female)
Category	Support Staff
Age Limit	To be between 21 to 35 years as on 01 July 2027.
Eligibility Qualifications *(mandatory)*	2.8.1. Pass in Matriculation or equivalent from a recognized Board. 2.8.2.Ability to communicate effectively.
Other Common Requirements	2.8.3. Good personality with excellent communication skills in English & ability to communicate in Hindi. 2.8.4.Upper age
Selection Procedure	Written Test (OMR), Practical Skill test & Interview.

***** The Age will be reckoned as on 01 July 2027 for all the above posts.

3. **Screening & Shortlisting of Applications**.

3.1. Applications received for all the posts will be screened and only shortlisted candidates will be called for the Common Written Test. The preliminary screening of the applications will be based on candidate's qualifying credentials against;

3.1.1. The essential eligibility specified against each post
3.1.2. Age criteria & Date of birth
3.1.3. Essential educational qualification
3.1.4. Desirable qualification and experience as specified above.

3.2. Candidates will be shortlisted for the selection process only on the basis of the information furnished by them in their online application

3.3. The final selection of the candidate will be based on the marks scored in written test, skill test/ class demonstration and interview as the case may be.

3.4. No correspondence will be entertained with candidates who are not called for at any stages of selection process.

4. **Nature of Appointment**.

The posts are on Fixed-term Contract (FTC) basis. Appointment will be for a period of one year subject to extension of two more years based on satisfactory performance. FTC employee may apply for another term subject to availability of vacancy of particular post and the selection will be based on evaluation of performance during the period of contract engagement.

5. **Age Relaxation for Ex-Naval School Staff**.

The Upper age limit for ex-Naval school staff shall be relaxed by the number of years of their carried forward experience in previous Naval Schools, subject to the individual age not exceeding 55 years.

6. **B Ed through Distance Education**.

Candidates who have acquired B.Ed. in Distance Education mode before 2014 and possessing minimum 05 years of teaching experience in recognised CBSE schools will be considered, subject to fulfilment of all other eligibility conditions prescribed for respective posts.

7. **Certificate/ Document Verification**.

7.1. Candidates must ensure that they possess the essential qualifications and experience for the post applied and the candidature will be summarily rejected at any stage of recruitment process, if found not possessing the same or failure to produce the originals of the documents uploaded, during verification.

7.2. The candidate's experience certificates should clearly specify whether he/she possess the experience / knowledge / skills / requested in the essential / desirable experience requirements. Experience claimed by the candidate will be counted only from the date on which the candidate has acquired the minimum educational qualification required for the post.

8. **General Instructions**.

8.1. No TA/DA will be paid towards attending any stage of selection process.

8.2. Selection process for all the posts will be conducted only at Navy Children School, Naval Base, Kochi, Kerala.

8.3. The call letter for written test and interview will be communicated only through the registered email of candidate.

8.4. No interim correspondence whatsoever will be entertained from the candidates regarding conduct and result of selection process and reasons for not being called for selection process.

8.5. For any queries or clarifications related to the recruitment process, mail us to admin@ncskochi.ac.in

8.6. The Crucial Date for determining the age will be as on 01 Jul 27 and the date for determining essential qualification and experience will be the closing

date of online application.

9. **Mode of Application**.

9.1. Application for all the posts should be submitted online only through the respective links given in this notification.

9.2. The candidates should read the instructions for filling the online application carefully and submit the particulars online. The candidate should thoroughly check and verify the particulars filled online before submission of application.

9.3. Any request for additions, alterations or changes in particulars, documents uploaded after submission of the application will not be entertained.

9.4. Incomplete applications will be rejected. Candidate must ensure that they possess the essential qualifications and experience for the post applied and the candidature will be summarily rejected at any stage of recruitment process, if found not possessing the same or failure to produce the originals of the documents during verification.

9.5. Addendum/ Corrigendum, if any, with respect to this notification or related to the recruitment process will be uploaded in the school website only. No other means of communication will be used for the same. Therefore, candidates are advised to periodically visit the school website *ncskochi.nesnavy.in* for updates, if any.

9.6. **Last date for receipt of application is 10 Nov 2026 (Tuesday**). No request for extension of last date of online application will be considered.

9.7. No hardcopy of the application or resume will be accepted.

10. **Link for Online Application**.

10.1. **Candidate must ensure that they possess the requisite essential qualifications and experience before filling the form. All applications will be summarily rejected in case of multiple applications to a post**.

10.2. Link for applying to respective posts is given in school website ***ncskochi.nesnavy.in/ Miscellaneous – Career.***

11. **Important Dates**.

Start Date of Online Application	27 Oct 26 (0900 hrs)
Last Date of Online Application	10 Nov 26 (1600 hrs)

Sd/-
Principal
NCS (Kochi)