



VASAVI PUBLIC SCHOOL

(Sponsored by VasaviAcademy of Education)

(Affiliated to Central Board of Secondary Education, New Delhi)

#3-6-215, Himayatnagar, Hyderabad – 500 029. Ph No: 040-23220975, 23221712 (O)

RECRUITMENT

Applications are invited for the following positions:

DIRECTOR TEACHERS (English, Science, Social Science, Hindi, Artificial Intelligence) CLERK-CUM-ACCOUNTANT

For application, qualification, experience and other details, visit website: vpshyd.ac.in. Duly filled in application along with supporting documents should be submitted by email: vasavipublicschool@yahoo.co.in so as to reach on or before **31st August 2020**.

SECRETARY

Qualifications, age and experience:

DIRECTOR

Post-graduate with B.Ed./M.Ed. degree having 12-15 years of experience in teaching and working / worked as Principal, well-versed in CBSE byelaws, Education Act & Rules. Fluency in English with good academic track record and basic computer knowledge are essential and should be below the age of 58 years. Salary will commensurate with qualification and experience. Age relaxation will be considered in deserving cases.

Responsibilities:

- Will be an important and necessary link between the Society and the school.
- Ensure that the directions from the Society are communicated to the School Managing Committee and to the Head of the Institution.
- Exercise general supervision over the school.
- Exercise such financial powers as are delegated.
- Shall countersign all correspondence related to affiliation / recognition.

TEACHERS

(English, Science, Social Science, Hindi)

Post Graduation / Graduation with B.Ed / M.Ed in the relevant subject with a minimum of 50% of marks. Basic computer knowledge is desirable. Age: Below 40 years. For experienced candidates, age is not a bar. Salary will not be a constraint for the deserving candidates. Candidates possessing CTET (Central Teacher Eligibility Test) / TET (Teacher Eligibility Test) will be preferred.

Artificial Intelligence: B.E, B.Tech (CSE/IT) / MCA / M.Sc (Computer Science) with the knowledge of Artificial Intelligence and Python. Age: Below 40 years. For experienced candidates, age is not a bar. Salary will not be a constraint for the deserving candidates.

CLERK-CUM-ACCOUNTANT

Graduate in any discipline (preferably Commerce). Knowledge of computers including MS Office. Proficiency in Tally ERP.9 software (accounts, sales and purchases, GST, income tax, banking, etc). Knowledge of Payroll in Tally preferred. Below 40 years. Minimum 3 – 5 years of experience as Accountant (in Tally software). For experienced candidates, age is not a bar. Salary will not be a constraint for the deserving candidates.
