

नावोदय विद्यालय समिति,

क्षेत्रीय कार्यालय पुणे

(शिक्षा मंत्रालय, भारत सरकार,

स्कूल शिक्षा और साक्षरता विभाग)

शेती महामंडल भवन, दुसरा तल, बी-विंग, 270 भंबुर्डा,

सेनापती बापट रोड, पुणे 411016

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NAVODAYA VIDYALAYA SAMITI,

REGIONAL OFFICE PUNE

(Ministry of Education, Govt. of India,

Deptt. of School Education & Literacy)

Sheti Mahamandal Bhawan, 2<sup>nd</sup> Floor, B-Wing,

270 Bhamburda, Senapati Bapat Road, Pune -

411 016.

### WALK-IN-INTERVIEW

Navodaya Vidyalaya Samiti, Pune Region invites applications from retired NVS / Government Employees for the following posts purely on short term contract basis initially for a period of 6 months or till the regular incumbent joins duty whichever is earlier. Eligible retired employees below the age of 64 years with good health may attend walk-in-interview on at above mentioned address as per details given below.

Sl. No.	Name of the post	Qualifications	Date & time for walk in interview
01	LDC / JSA (01 post) Pay Level-2 of pay matrix	<b>Essential :</b> Senior Secondary (Class XII) Certificate from a recognized Board with 50% marks and possessing minimum speed 30 words per minutes in English typing or 25 words per minute in Hindi typing corresponding to 10500 KDPH as on an average of 5 key depressions for each word. or Passed +2 level of senior Secondary certificate from CBSE/State Govt. with secretarial practices and office management as vocation subjects. <b>Desirable :</b> Knowledge of computer operations and data entry acquired either as a subject at +2 level or through 6-months Diploma in computers from a recognized institution or through computer literacy certificate at school level. Experience in accounts/ administrative matters in Govt./Semi Govt./ Autonomous organization.	Thursday 19.11.2020 10.00 am
02	Junior Hindi Translation Officer (01 post)	<b>Essential :</b> Master' Degree from a recognized University in Hindi/English with the other language than Master's degree at graduate level. <b>OR</b> Bachelor's degree of a recognized University with Hindi/English with a recognized	Thursday 19.11.2020 2.00 pm

