

# VIDYASAGAR SHISHU NIKETAN

Under the Society for the Betterment of Education, Midnapore

Higher Secondary English Medium School (ICSE & ISC)

Affiliation No.: WB/162

E-Mail ID: [vsn162@live.com](mailto:vsn162@live.com) Website: [www.vsn.ac.in](http://www.vsn.ac.in)

## VACANCY NOTICE

Memo No.: 2155/VSN/VN/2023

Date: 11.04.2023

Application with detailed Bio-Data is invited from eligible candidates to fill up the following Vacancies of Assistant Teacher (Primary) & Accountant. The details are as follows:

Sl. No.	Post	Required Qualification	No. of Post
1.	A.T. in Primary	Senior Secondary with at least 50% marks/Graduate with D.El.Ed./B.El.Ed. from a UGC-NCTE recognized institution preferably of convent background. <b>Knowledge in computer is must.</b>	01
2	Accountant	B.Com with Honours from a recognized university. <b>Preferable Conditions:</b> 1. Prior experience in the areas of accounts / cost accounts. 2. Expertise in working on accounting software on computer such as Tally ERP & Taxation related work.	01

### Desirable conditions:

- Fluency in English.
- Experience of teaching in ICSE/CBSE school.
- Candidates passing from ICSE/CBSE board.

### Common desirable condition:

- ❖ Applications Form must be downloaded from the school website [www.vsn.ac.in](http://www.vsn.ac.in). Properly filled up the downloaded application form along with self-attested photocopies of all the relevant testimonials/certificates/documents and a self-addressed envelope with postal stamps should be sent to the following Address: Principal, Vidyasagar Shishu Niketan, Rangamati, Vidyasagar University, Paschim Medinipur, Pin-721102 by Registered Post /Speed Post/Courier/by hand (from 11.00 a.m. to 3.30 p.m. only on the working days).
- ❖ The post for which the candidate applies must be mentioned on the envelop, failing which the application may not be processed.
- ❖ All Applications must reach by 3.30 p.m. of 24<sup>th</sup> April 2023.

Sd\  
Principal

# Vidyasagar Shishu Niketan

[Under The Society For The Betterment of Education ,Midnapore]  
Vidyasagar University Rd, Rangamati, Midnapore, West Bengal 721102  
Website: [www.vsn.ac.in](http://www.vsn.ac.in)

## APPLICATION FORM FOR THE POST OF \_\_\_\_\_

PLEASE READ THE INSTRUCTIONS GIVEN IN THE ADVERTISEMENT BEFORE FILLING UP THE APPLICATION FORM.

Application No.....

### IMPORTANT INSTRUCTION:

- 1) All columns should be filled up in BLOCK LETTERS, except signature,
- 2) Use only black ball point pen,
- 3) Write within the box/space

Only for official use

Affix recent colour  
pass port size photo  
here

Post applied for.....

To

**The Principal,**

Vidyasagar Shishu Niketan (VSN), Rangamati  
PO – Midnapore, Dist. – Paschim Medinipur – 721102

Full Signature of the Applicant

1. Name (In Block Letters as per the Admit Card of 10<sup>th</sup> Standard examination or equivalent)

.....

2. Father's Name (In Block Letters as per the Admit Card of 10<sup>th</sup> or equivalent)

.....

3.a) Date of Birth (as per the Admit Card of 10<sup>th</sup> or equivalent standard) .....

5. Complete Postal Address: - .....P.O.....

P.S. ...., Dist. .... State ....., Pin .....

Mobile Ph. No..... Email .....

**6.a) Particulars of School Education: -**

Name of Examination	Year of Passing	Board /Council	Marks Obtained (English + Best of 4 Subjects)	% of Marks (English + Best of 4 Subjects)	Subjects
10 <sup>th</sup> Standard Examination / Equivalent					
Name of Examination	Year of Passing	Board /Council	Marks Obtained (English + Best of 4 Subjects)	% of Marks (English + Best of 4 Subjects)	Subjects
12 <sup>th</sup> Standard /Equivalent					

**b) Particulars of Higher Studies: -**

Name of Examination	Year of Passing	Examining University	Subjects	Full Marks	Part I(A)	Part II(B)	Part III (C)	Total Marks Obtained (A + B + C)	% of Marks
Graduation									

Name of the Examination	Year of Passing	Examining University	Subjects	Full Marks	Total Marks Obtained	% of Marks
Post Graduate						

**c) Particulars of D.El.Ed./B.El.Ed. (only for A.T. in Primary)**

Name of the Examination	Academic Session	Name of the Institution	Examining University	Full Marks	Total Marks Obtained.	% of Marks
<b>D.El.Ed. / B.El.Ed</b>						

d) Other Qualification (if any):-

e) Present / Previous Occupation. (Most recent first please) .

SL	Name of the post and Name of the Institution /Organization	Date of joining	Date of leaving
1			
2			
3			

Academic Score (for office use)
---------------------------------

I \_\_\_\_\_ hereby declare that all the information submitted by me in the application form is correct, true and valid.

I will present the supporting documents as and when required.

### Documents Attached Herewith.

SL	Documents Type	Tick (✓)
1	Admit Card of 10 <sup>th</sup> Standard examination or equivalent. (Self-attested)	
2	Mark sheet of 10 <sup>th</sup> Standard examination or equivalent. (Self-attested)	
3	Mark sheet of 12 <sup>th</sup> Standard examination or equivalent. (Self-attested)	
4	All Mark sheets of Graduation examination or equivalent. (Self-attested)	
5	College / University Certificate of Graduation (Self-attested).	
6	Final Mark sheet of post-Graduation examination or equivalent. (Self-attested)	
7	College / University Certificate of Post-Graduation (Self-attested).	
8	Final Mark sheet <b>D.El.Ed. / B.El.Ed.</b> (Self-attested). If required.	
9	College / University Certificate of <b>D.El.Ed./B.El.Ed</b> (Self-attested). If required.	
10	Identity Proof (Aadhar Card /PAN card / Voter Card/ Driving License)	
11	<b>Others / Experience Documents</b>	

Place:.....

.....  
Full Signature of the Applicant

Date.....