



जवाहर नवोदय विद्यालय/JAWAHAR NAVODAYA VIDYALAYA

लक्किडि पी.ओ, वैत्तिरी, वेनाड जिला, केरल 673576, Lakkidi P.O, Vythiri, Wayanad District, Kerala 673576

जवाहर नवोदय विद्यालय, वयनाड में माट्रन (स्त्री) अनुबंध पद के लिए दिनांक 16/08/2017 को सुबह दस बजे प्रत्यक्ष साक्षात्कार

Walk in interview for selection of Matron (Female) on Contract in
Jawahar Navodaya Vidyalaya, Wayanad on 16/08/2017 at 10 AM

आवश्यक योग्यताएँ: कक्षा दस पास
वेतन: समेकित वेतन ₹ 16,500/- प्रतिमाह
आयु सीमा: 35 – 50 के बीच


Qualifications required: Pass Class X
Remuneration: Consolidated salary of ₹ 16,500/- per month
Age Limit: Between 35 and 50 years

इच्छुक उम्मीदवार प्रमाण पत्र, अंक प्रमाण पत्र इत्यादि के असली प्रमाण पत्र के अलावा प्रत्येक की एक-एक प्रतिलिपि, पासपोर्ट आकर के फोटो और पता के प्रमाण सहित प्रत्यक्ष साक्षर हेतु प्राचार्य, जवाहर नवोदय विद्यालय, लक्किडी, वयनाड में रिपोर्ट करें।

Interested candidates may appear for a walk in interview with original certificate, mark list with 1 photo copy of the same, 1 passport size photo and address proof to the Office of the Principal, JNV, Lakkidi, Wayanad.

NOTE:

Only female candidates would be appointed as Matrons. All things being equal preference will be given to war widows, widows of Govt. servants who have died in harness and ladies without encumbrances. Ladies who have got experience working in residential setup like JNVs will also be given preference.

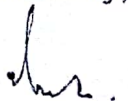

प्राचार्य/PRINCIPAL
प्राचार्य, Principal
जवाहर नवोदय विद्यालय
Jawahar Navodaya Vidyalaya
वयनाड, Wayanad Dt. 673 576

level. Matron will also be entitled for free boarding and lodging facilities and medical facilities as available in the Vidyalaya. The tenure of contract appointment shall be for a period of 10 months in a year.

The duties and responsibilities of the Matron would be as follows:-

1. She will take care of girls like a foster mother.
2. She will stay in the girl dorm during day when the girls are away to attend classes and other co-curricular activities.
3. She will sleep with the girls in the dormitory during the night.
4. She will ensure upkeep of the house i.e., cleanliness of the dorms, toilets and bathrooms and surroundings with the active participation of the girls and the sweeper on duty.
5. She will check the entry of any man or unauthorized persons in the house.
6. She will attend any girl who comes back to the house during class activities hours and know from her reason and also record it with time.
7. She will liaison between ailing girls and the Staff Nurse and if need be, she will report any problem to the house mistress and/or the Principal.
8. She will help the ailing girls for taking timely medicines and proper diet as prescribed by the staff nurse/medical officer.
9. She will provide personal care to the ailing girls to comfort them.
10. She will help girls in managing their natural growth.
11. She will see that all girls go to classes and other activities in time.
12. She will periodically check the furniture and cots etc., particularly those items made of steel and if any item is found damaged which could hurt a child, she will bring it to the notice of the house mistress/Principal for its repair/replacement.
13. She will report any damaged electrical wiring/fitting in the house to the House Mistress.
14. She will take care of proper water supply in the house.
15. She will assist house mistress in taking overall care of the girls to the extent possible.
16. She will maintain very cordial and affectionate interaction with the girls from time to time to know their personal needs and problems, if any, and counsel them to overcome them.
17. She will lock the house in the night and during day time when the girls are in the class or for activities and keep keys with her.
18. She will be a keen observer to notice if any girl student is upset emotionally or subjected to depression etc. and bring it to the notice of the House Mistress/Principal.
19. Any other work related to looking after the girls in the house as assigned by the Principal.

Yours faithfully,



(M. S. Khanna)
Joint Commissioner (Pers.)