

**DEPARTMENT OF SCHOOL EDUCATION, PUNJAB**  
**SCO NO. 130-131, 3<sup>rd</sup> Floor, Sector 34-A, Chandigarh**

Applications are invited for Mid-Day-Meal Society, Punjab for the following posts on contractual basis

Sr. No	Post	Place	No. of Posts	Minimum Qualification	Consolidated Remuneration
1	Accountant	Head Office Chandigarh	01	A retired person from Central/State Govt./PSU of the minimum rank of Section Officer/Assistant Controller (Finance & Accounts) OR B.Com with at least 50% marks and minimum 5 years accounts experience in some reputed organization with experience of working on computer.	10000/- (per month)
2	Accountant	Barnala	01		
3	Accountant	Ferozepur	01		
4	Accountant	Tarn Taran	01		
5	Accountant	Muktsar	01		

- The number of posts may vary depending upon requirements.
- **Application should be sent only under Registered Post in prescribed application format available on website [www.ssapunjab.org](http://www.ssapunjab.org) along with two passport size photographs at the address given above latest by 24-8-2012. No request will be entertained thereafter**
- Detailed terms and conditions as well as application form can be downloaded from the website [www.ssapunjab.org](http://www.ssapunjab.org).

**General Requirements:**

- (i) All said posts are offered on contractual basis initially for one year to be renewed every year on the basis of performance and attainments.
- (ii) The candidates should have passed Punjabi in matriculation.
- (iii) Educational qualification must be from a govt. recognized University/Board/Institution.
- (iv) Prescribed education qualifications are minimum and mere possession of the same does not entitle the candidate to call for interview. Where number of application received in response to this advertisement is large, selection committee may restrict number of candidates for test or interview to a reasonable limit on the basis of qualifications and experience.
- (v) Age Limit: Between 18 and 37 years as on 1-1- 2012 for Non-Retirees.
- (vi) Applications must accompany the attested proofs of Date of Birth, Qualification, Residence, Matriculation with Punjabi and Experience etc.
- (vii) The candidate applying for more than one post or one place shall have to apply separately, along with separate necessary fees
- (viii) The candidate will be considered only for the place/post for which he/she applied. Preference of once opted and posted will not be changed. The posts are purely temporary.
- (ix) The decision of the Competent Authority about the mode of selection to the post and eligibility conditions of the applicant shall be final and binding. No correspondence will be entertained in this regard.
- (x) Application forms must accompany a non refundable Bank Draft for Rs. 300/- (Rs 150/- for SC) in favor of "Director General School Education, Punjab" payable at Chandigarh.
- (xi) Interested and eligible candidates are required to send the applications (along with self attested copy of testimonials) as per the format available on website [www.ssapunjab.org](http://www.ssapunjab.org) along with two passport size photographs at the address given above latest by 24-8-2012. No request will be entertained thereafter. Incomplete applications will not be entertained.

**Application Performa**

Post Applied for .....at District.....under MDM Society

1. Name:
2. Father's Name:
3. Date of Birth: .....Gender.....
4. Marital Status .....Nationality .....
5. Category: .....Sub Category.....
6. Qualification:

Affix pass port size photo +  Attach one extra
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Sr. No	Exam Passed	Uni./Board/Institution	Year of Passing	% age of marks

(Please mention all the Qualifications from Matriculation Onwards)

Matric with Punjabi passed:                      Yes/No

Resident of Punjab                                      Yes/No

7. Relevant Work Experience \_\_\_\_\_  
(May attach separate sheet, if required)

8. Bank Draft Details:

Name of the Bank	Draft No	Amount	Dated

9. Permanent Address: .....

10. Mailing Address .....

(in Capital Letter) Full .....

Name and Complete District .....Pin code.....

Address Phone No. (with STD Code).....

Mob.....

Declaration: I hereby that all statements in application are true and correct to the best of my knowledge and belief. In the event of information being found false or incorrect my candidature/ appointment may be considered terminated without any notice.

Dated .....

Place .....

Signature of the applicant