



**Government of Jammu & Kashmir**  
**DIRECTORATE OF SCHOOL EDUCATION JAMMU**  
**MUTHI CAMP, JAMMU – 181205**

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Sub: Advertisement Notice for hiring of **"Cluster Resource Coordinators for Teaching Support"** till end of the Academic Session 2025-26 (31<sup>st</sup> March 2026) for Government High and Higher Secondary Schools.

Ref:- Adm Deptt's communication No: Edu-GEN/611/2024-011(7593888) Dated: 04.07.2025

**Notice No. 233-DSEJ of 2025**

**Dated: 11/07/2025**

Applications through online mode on prescribed format are invited from the Post-Graduate candidates of Jammu Division having secured minimum 50% Marks in Post-Graduation and who are domicile of concerned district of J&K UT for hiring on temporary basis as **"Cluster Resource Coordinator for Teaching Support"** in Govt High and Higher Secondary Schools of various Districts of Jammu Division for the below mentioned subject as per the following breakup:

S.No.	District	Botany	Chemistry	Commerce	Computer Science	Dogri	Economics	Education	English	EVS	Geography	Hindi	History	Maths	Physics	Pol Science	Sociology	Zoology	Urdu	Total
1	Udhampur	0	01	0	0	0	0	01	02	01	0	01	02	01	0	0	0	0	0	9
2	Doda	0	0	01	02	0	0	0	01	0	01	01	0	03	01	0	0	01	0	11
3	Jammu	01	0	0	0	0	0	0	01	0	0	0	0	0	0	0	0	0	0	2
4	Kathua	03	0	0	01	01	0	02	02	0	0	0	0	0	0	0	01	02	0	12
5	Kishtwar	0	02	0	0	0	0	01	01	0	0	01	0	01	01	01	0	01	01	10
6	Poonch	01	01	0	0	0	0	01	03	01	01	0	02	01	02	0	0	0	0	13
7	Rajouri	0	0	0	0	0	01	01	01	0	01	02	0	0	0	0	01	01	0	8
8	Ramban	0	0	0	0	0	0	01	01	0	0	01	0	0	0	0	0	0	0	3
9	Reasi	01	01	0	0	0	02	0	0	0	0	0	01	0	0	0	0	0	0	5
10	Samba	0	0	0	0	0	0	0	01	0	0	0	0	0	0	01	0	0	0	2
	<b>Total</b>	<b>6</b>	<b>5</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>3</b>	<b>7</b>	<b>13</b>	<b>2</b>	<b>3</b>	<b>6</b>	<b>5</b>	<b>6</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>5</b>	<b>1</b>	<b>75</b>

**Terms and Conditions:**

1. The hiring of the Cluster Resource Coordinators shall be made purely on temporary basis for the academic session 2025-26 in various Government High and Higher Secondary Schools of the District
2. The Cluster Resource Coordinators shall be hired on a monthly remuneration of Rs. 25000/- (Rupees Twenty Five thousand only) to be released only after obtaining satisfactory Character and Antecedents certificate from Special DG CID J&K.
3. The Cluster Resource Coordinators shall furnish an undertaking in the shape of Affidavit executed before the First Class Judicial Magistrate, to the extent that they shall not

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have any claim for their engagement on regular basis/ continuation of their services beyond the academic session 2025-26.

4. The tenure of temporary hiring of the Cluster Resource Coordinators shall be deemed to have ended at the end of Academic Session 2025-26 without any further notice/information or till regular arrangement is made by the Government, whichever is earlier.
5. The hiring of the Cluster Resource Coordinator shall be made subject wise as per the allocations on merit basis, to be determined for each district separately, after ascertaining the genuineness of the documents/testimonials and recognition/validity of the course(s).
6. The Merit list will be compiled, subject wise for each district separately. In case two or more candidates of the same subject score same points, the candidate having higher marks percentage in PG shall be given the first preference and if the tie still persists, it shall be resolved on the basis of UG marks. In case tie persists at UG marks also, age of the applicant shall determine the eligibility. In case any dispute arises in determining the eligibility of candidates, the decision of the Administrative Secretary School Education Department shall be final.
7. **The candidate shall be eligible to apply only in the Domicile District to which he/she belongs, in any discipline of his/her preference.**
8. The Cluster Resource Coordinator shall furnish an undertaking before the concerned CEO to the extent that in case he/she intends to discontinue their services during the ensuing Academic Session (2025-26), a two months prior written notice shall be given to the concerned DDO/HoI accordingly.
9. The hired candidates shall neither be working in any Government/Semi-Government Department on temporary/permanent basis nor enrolled in any educational institute for pursuing any higher academic/professional course/ degree.
10. The Department reserves the right to de-hire the services of any candidate at any point of time without any prior notice.

**Age as on 1<sup>st</sup> January 2025**

Age limit in years	Not born after	Not born before
40	01-01-2007	01-01-1985

**Domicile:**

The candidate should be a domicile of the concerned district of Union Territory of Jammu and Kashmir. The candidate must possess the domicile certificate issued by the competent authority in the prescribed format for submission of online application form.

**Documents to be uploaded:**

Following self-attested certificates/testimonials shall be uploaded with the application form:-

1. Domicile Certificate issued by competent authority.
2. Date of Birth Certificate (Matriculation).
3. PG Final Marks Card.
4. M.Phil certificate, if applicable.
5. Ph.D Certificate, if application.
6. Experience certificate in relevant subject at HS/HSS Level.
7. Conversion Certificate (from CGPA to Percentage from the concerned University) for the candidates, having been awarded grades in CGPA in any degree/examination for which credits are to be given in calculation of merit.

**How to apply:**

1. The candidates are required to apply online on the website of Directorate of School Education Jammu through following link from **12.07.2025 till 18.07.2025**. No other means/mode of application shall be accepted.

S.No.	DISTRICT	LINK TO APPLY
1.	RAJOURI	<a href="https://forms.gle/GzAXzdmYF9CngPHL9">https://forms.gle/GzAXzdmYF9CngPHL9</a>
2.	POONCH	<a href="https://forms.gle/BzVY8obomzEd57Td7">https://forms.gle/BzVY8obomzEd57Td7</a>
3.	SAMBA	<a href="https://forms.gle/ZH56qniTeKEo91bn6">https://forms.gle/ZH56qniTeKEo91bn6</a>
4.	JAMMU	<a href="https://forms.gle/xV3c4uzTB1pgMXPY9">https://forms.gle/xV3c4uzTB1pgMXPY9</a>
5.	REASI	<a href="https://forms.gle/ByjrXVfpEgV4tNabA">https://forms.gle/ByjrXVfpEgV4tNabA</a>
6.	UDHAMPUR	<a href="https://forms.gle/yeJcUmX1tNbeWTAf7">https://forms.gle/yeJcUmX1tNbeWTAf7</a>
7.	KATHUA	<a href="https://forms.gle/RTxetTFQNhVSrk25A">https://forms.gle/RTxetTFQNhVSrk25A</a>
8.	KISHTWAR	<a href="https://forms.gle/SKWpN3ThXNy6ScEW7">https://forms.gle/SKWpN3ThXNy6ScEW7</a>
9.	DODA	<a href="https://forms.gle/cxhuMFL2tT8TgnKQA">https://forms.gle/cxhuMFL2tT8TgnKQA</a>
10.	RAMBAN	<a href="https://forms.gle/N4EYh6oh18kkbfoE9">https://forms.gle/N4EYh6oh18kkbfoE9</a>

2. The candidate shall also be required to upload the image of recent passport size coloured photograph.
3. No application shall be entertained after the expiry of last date.
4. Application should be supported by the self-attested certificates/testimonials.
5. In the event of any information given by candidate found false, incomplete, incorrect, forged, tempered, the candidature of the applicant will be cancelled without any notice thereof. Further, misleading information shall also warrant necessary legal and criminal action against the candidate.

6. Subject-wise/District-wise vacancies can increase or decrease depending upon transfers/promotion and outcome of PSC selections/appointments, if any.

7. The candidature shall be considered only in respect of domicile district of the candidate.

**Last Date of Submission of online Forms : 18<sup>th</sup> July, 2025 upto 24 hrs.**

**Selection procedure:**

The selection of the candidates will be made as per the following criteria:

S.No.	Qualification	Weightage
1.	PG (in the relevant subject)	<b>80 Point</b>
2.	M.Phil. (in the relevant subject)	<b>02 Points</b>
3.	Ph.D. (in the relevant subject)	<b>03 Points</b>
4.	Experience in the relevant subject at HS/HSS level	<b>7.5 points for each complete academic year, up-to a maximum of 15 points in all) Points</b>
	<b>Total Points</b>	<b>Maximum : 100 Points</b>

Sd/-  
Director School Education  
Jammu.

No. DSEJ/GAZ/Lect/2025/ 36559-79

Dated: 11-7-2025

Copy to the:

1. Secretary to Government, School Education Department, Civil Secretariat Jammu/Srinagar for kind information and confirmation.
2. Project Director, Samagra Shiksha for favour of Information.
3. OSD to Hon'ble Minister for School Education, Higher Education, Health & Medical Education and Social Welfare Department for information.
4. Joint Director, Information Department, Jammu with the request to publish the notification in leading local dailies for its wide publicity.
5. Joint Director \_\_\_\_\_(All) Jammu Division for information.
6. Chief Education Officer \_\_\_\_\_(All) Jammu Division for information with directions give wide publicity of above said advertisement notice in the respective district.
7. I/c Website, Directorate of School Education, Jammu for uploading the notification on the official website.
8. Office order file

(Manisha) JKAS  
Personnel Officer

11/07

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## Affidavit Format

I \_\_\_\_\_ S/o,D/o, W/o \_\_\_\_\_ R/o \_\_\_\_\_ Tehsil \_\_\_\_\_  
District \_\_\_\_\_, presently under the proposal for consideration as "**Cluster Resource Coordinator for Teaching Support**" in Govt. High & Higher Secondary School for the subject \_\_\_\_\_ under the dispensation of purely temporary basis for the session 2024, do hereby solemnly affirm on oath as under:-

1. That I am a bonafide candidate for consideration under such dispensation.
2. That the documents / information, I have submitted for such hiring are genuine and in case any of the documents/information or the department/organization issuing such documents/information turns out to be fake/bogus/incompetent to issue such documents or has disputed/dubious/sub-judice status, I shall be having no objection against the termination of my services.
3. That in case the post, for which I have been hired on temporary basis, gets filled up through selection/promotion by the PSC/DPC, I shall be having no claim for my continuance and I shall abdicate the post.
4. That in case the Principal/HoI concerned has any complaint in respect of my delivery or conduct and he/she is not satisfied with my performance/conduct, I shall be having no objection against any departmental action that may emanate from such poor performance/conduct.
5. That in case any university/Board/institution, having issued the certificates which have not been considered on the basis of being dubious/disputed/sub-judice status, but later turns out to be recognized/accredited by the competent organization and other candidate having credentials of such University/Board/Institution has been considered and has a preferential claim on the basis of his/her merit, I shall be having no claim for my continuance on lower merit.
6. That I shall neither claim for my permanent absorption in the department on the basis of instant hiring purely on temporary basis for a brief stint till Mrch 31, 2026, nor I shall be having any preferential claim at the time of my consideration for a post in the department on the basis of the instant hiring.

**Verification**

**Deponent**

**EXPERIENCE CERTIFICATE**

It is Certified that Smt./Sh.....

S/o,D/o.....R/o.....

Had worked in High School/Higher Secondary Schools.....

and having a ..... year working experience as

..... and bear a good moral Character.

**Seal and Signature**

**Head of the Institution**