

**UNION TERRITORY OF JAMMU AND KASHMIR**  
**OFFICE OF THE ZONAL EDUCATION OFFICER BHADARWAH**

**ADVERTISEMENT NOTICE**

Sub: - Engagement/Hiring of Helpers/AAYAs under ECCE for the Year 2024-25.

Ref:- Project Director Samagra Shiksha J&K's No.Edu./PD/Sms/ECCE/AAYA/4517-41/2024-25 Dated: 23-04-2024 & CEO Doda's letter No. CEO/D/Sms/ECCE/AAYA/2024-25/5200-42 Dated: 30-07-2024.

In pursuance to the order No: - 07 of CHIRAG-2023 Dated: - 09.01.2023 issued by the Project Director, Samagra Shiksha, J&K and communication under above quoted reference applications are invited from eligible candidates for the engagement/hiring of Helpers/AAYAs, under Early childhood Care & Education (ECCE) activity of Samagra Shiksha, in enlisted Schools as per the guidelines issued/modified time to time as reproduced hereunder:

**Selection Process:-**

The selection of Helper/AAYA shall be restricted to Revenue Village in case of Rural area and Municipal Ward in case of Urban area, where approved Govt. school is located.

**A) Nature of Deployment:-**

- 1) The engagement of a Helper/AAYA shall be purely terminus and shall start from the date she is engaged /hired and shall culminate by the end of Financial Year i.e 31<sup>st</sup> of March. It may be extendable, subject to the performance and the approval for funds from the Ministry of School Education GoI for the said activity.
- 2) Candidate shall affirm an Affidavit from the 1<sup>st</sup> Class Magistrate to the effect that the candidate shall not claim permanent absorption at any stage in future including the conditions given at clause K Point no. 6 & 7 (if applicable).
- 3) All decisions of the funding and implementing agency i.e Directorate of Samagra Shiksha J&K under the aegis of School Education Department shall always be of final binding for implementation in this regard.

**B) Eligibility:**

- 1) One female candidate may be hired/engaged on temporary basis.
- 2) The candidate must be a domicile of the village in case of Rural Area and Ward in case of Urban area, where approved school is located.
- 3) Candidates must belong to BPL (Below Poverty Line) category.
- 4) The candidate must be physically/mentally fit to carry out her job.

**C) Qualification:**

- Minimum qualification of a Helper/AAYA: 8<sup>th</sup> class Passed, in case there is no eligible candidate available in Village/Ward, the candidate with lesser qualification shall be considered subject to the other eligibility qualification.
- Preference shall be given to candidates from **BPL Category** in the below-mentioned order of priority:
  - I-Widow
  - II-Divorced
  - III-Orphan
  - IV-BPL (Older in age from rest of the BPL candidates)

**D) Age:-** The Age of the candidate must be between 18-45 Years as on 01.01.2024.

**E) Honorarium: Rs.5000/= (Five thousand only)** per Month, which may vary as per PAB Samagra Shiksha in subsequent years.

**F) Non-availability of Eligible Candidates:**

- In case no candidate is eligible as mentioned in above sections, the candidate from the concerned Panchayat/Municipal Committee shall be considered/engaged.

**G) Finalization of selection Process:**

- In case of tie-up of candidate's preference shall be given to the elder/older one candidate within the prescribed age limit.
- The name of provisionally selected AAYA/Helper shall be displayed on the Notice Board of the School/Zonal Education Office (concerned) and other prominent places across the village for minimum of 7 Days for seeking objections (if any).

**H) Appeal:**

- If any candidate feels aggrieved with the selection process on genuine grounds violating the sections above, first appeal shall be preferred to the Chief Education Officer, Doda within period of 15 Days from the final selection followed by 2<sup>nd</sup> Appeal (if any) before the Director School Education, Jammu.

**I) Premature Termination**

In case of poor performance/misconduct /forgery or any un-lawful act by the Helper /AAYA shall be terminated without any prior notice. The replacement shall be made within 7 days.

**J) Job Chart:**

- Escorting Pre-Primary section children during school time.
- Maintaining hygiene of the Children /Class-i.e Toileting, Handwashing , Cleanliness of the Children etc.
- Assisting the Teacher in Classroom arrangements and during Mid-Day Meal (PM POSHAN).
- Any other assignment given by the Hol for proper care of the Children.

**As per Pre-Primary enrollment in latest UDISE (Schools with enrollment more than 5 students in Pre-Primary sections) 01 post each have been sanctioned in the following schools:**

1	BHADERWAH	MIDDLE SCHOOL BEHANI	01091203204
2	BHADERWAH	MIDDLE SCHOOL BHADROTE	01091200601
3	BHADERWAH	MIDDLE SCHOOL BHARAI	01091200801
4	BHADERWAH	MIDDLE SCHOOL BUTLLA	01091201101
5	BHADERWAH	MIDDLE SCHOOL CHAKKA	01091201301
6	BHADERWAH	MIDDLE SCHOOL DANDI	01091205710
7	BHADERWAH	MIDDLE SCHOOL DHAREJA	01091208405
8	BHADERWAH	MIDDLE SCHOOL LANCHAN	01091203801
9	BHADERWAH	MIDDLE SCHOOL LINGA	01091202001
10	BHADERWAH	MIDDLE SCHOOL NOWRI	01091204601
11	BHADERWAH	MIDDLE SCHOOL TAPRI	01091204002
12	BHADERWAH	MIDDLE SCHOOL THUBBA	01091205704
13	BHADERWAH	MIDDLE SCHOOL PUNEJA	01091204801
14	BHADERWAH	PRIMARY SCHOOL AKHROT BAGH	01091201403
15	BHADERWAH	PRIMARY SCHOOL ATALGARH	01091208402
16	BHADERWAH	PRIMARY SCHOOL BALOTE	01091200101
17	BHADERWAH	PRIMARY SCHOOL BANJLA	01091200302
18	BHADERWAH	PRIMARY SCHOOL BATOLI	01091201304
19	BHADERWAH	PRIMARY SCHOOL BHALARA	01091200704
20	BHADERWAH	PRIMARY SCHOOL BHEJA	01091201002
21	BHADERWAH	PRIMARY SCHOOL CHABCHA	01091201702
22	BHADERWAH	PRIMARY SCHOOL DHALOWA	01091201801
23	BHADERWAH	PRIMARY SCHOOL DRANGA	01091202501
24	BHADERWAH	PRIMARY SCHOOL HANGA	01091202901
25	BHADERWAH	PRIMARY SCHOOL JETHANI	01091201502
26	BHADERWAH	PRIMARY SCHOOL KATYARA	01091203201
27	BHADERWAH	PRIMARY SCHOOL KONDHRA	01091204102



28	BHADERWAH	PRIMARY SCHOOL KOTLI	01091203601
29	BHADERWAH	PRIMARY SCHOOL MIR MOHALLA KALAN UPPER DANDI	01091205709
30	BHADERWAH	PRIMARY SCHOOL NAKSHRI	01091205708
31	BHADERWAH	PRIMARY SCHOOL PANWARA	01091204701
32	BHADERWAH	PRIMARY SCHOOL RENDA	01091205001
33	BHADERWAH	PRIMARY SCHOOL SARNA	01091205801
34	BHADERWAH	PRIMARY SCHOOL SAROLBAGH	01091205702
35	BHADERWAH	PRIMARY SCHOOL SHAPAN	01091205703
36	BHADERWAH	PRIMARY SCHOOL UPPER SUNGLI	01091205302

**LAST DATE OF APPLICATION:**

Application Forms for the same post shall be submitted at Office of the Zonal Education Officer Bhadarwah by or before 10-08-2024 in offline mode along with the required formalities: - *upto 4:00 PM*

**Attested documents to be attached**

1. Application Form signed by the applicant
2. Academic Qualification Certificates
3. Domicile Certificate
4. Aadhar Card
5. BPL Ration Card duly signed by TSO concerned
6. Death Certificate of Husband in case candidate is Widow issued by SHO/BDO or any other competent authority (with Affidavit authenticated by the First-Class Magistrate or Judicial Magistrate for non-remarriage)
7. Valid certificate Proof in case of Orphan or Divorced issued by competent authority (with Affidavit authenticated by the First-Class Magistrate or Judicial Magistrate for non-remarriage)
8. Certificate regarding resident of Revenue Village/ Municipality Ward by competent authority (Domicile certificate )
9. Date of Birth Certificate
10. Medical fitness certificate

**Note:** All candidates applying for these vacancies are informed to keep regular watch on Notice Board of the School/ Municipality Ward for which the posts are advertised for submission of objections if any and for final selection lists, no individual communication shall be made and delay if any on the part of the selected candidates no claims shall be considered post operation of the waiting list.

NO:-ZEO/B/Sms/126-129

Dated:- 02/08/2024

*[Signature]*  
Zonal Education Officer  
Zonal Education Officer  
Bhadarwah

**Copy to the:**

- 01 Chief Education officer Doda for information and with request to upload in official site of your worthy office.
- 02 Notice Board for wide publicity of the advertisement notice.
- 03 All concerned HOIs for information and n.a
- 04 I/C Samagra for necessary record

## APPLICATION FORM

FOR THE POST OF AAYA/HELPER IN SCHOOL EDUCATION DEPARTMENT

Name of the School for which applied.....  
Name of the applicant .....  
Parentage .....  
Name of Husband.....  
Name of Panchayat where school is located.....  
Name of Revenue Village where School is located.....  
Name of Panchayat where applicant resides.....  
Name of Revenue Village where applicant resides (for Rural areas).....  
Name of ward where applicant resides (in case of Municipality) .....  
Date of Birth .....In words. ....  
Marital status .....  
Category (Widow/Divorced/Orphan/other withproof).....  
Whether BPL (YES / NO) Mention complete Ration Card No.....  
Full Address of the Applicant .....  
Qualification .....  
Last exam Passed .....  
Aadhar No.: ..... Mob. No. ....  
Whatsapp No. ....

Affix the  
Passport size  
Photograph,  
attested by any  
gazetted officer

I solemnly declare that the above documentary evidence, which are supported in the statement I have made, are true and correct to the best of my knowledge and I shall be personally responsible for any discrepancies observed and consequences thereof.

Signature of applicant

Dated:- ..... Place.....

### FOR OFFICE RECORD

Received Application form for hiring of AAYA from .....for the  
post of AAYA at School..... today as on.....at  
S.No.....

### APPLICANT COPY

Received Application form for hiring of AAYA from .....for the  
post of AAYA at School..... today as on.....at  
S.No.....

Signature of Receiving Official

