



**Government of Jammu & Kashmir**  
 Directorate of School Education Kashmir  
 Samanderbagh – S.P. College Road Srinagar -190001  
 Email: dsckjk@gmail.com dsck-jk@gov.in

**Subject:** Advertisement Notice for Hiring of "Cluster Resource Coordinators for Teaching Support" for the Academic Session (2024-25) Revised in various Govt. High and Higher Secondary Schools of Kashmir Division.

**Ref:-** Administrative Department's communication No: Edu-GEN/611/2024-01(7593888) dated: 04-07-2025.

**Notification No: 01 -DSEK of 2025**  
**Dated: 09 -07-2025**

Applications through Online mode on prescribed format are hereby invited from the post-graduate candidates who are the domicile of Union Territory of Jammu & Kashmir having secured minimum 50% Marks in Post-graduation in their respective disciplines, for their hiring on temporary basis as "Cluster Resource Coordinator for Teaching Support", for Academic Session 2024-25 (Revised) in various Govt. High and Higher Secondary Schools of Kashmir Division for the below mentioned subjects as per the following breakup:-

| S. No        | District  | Botany   | Chemistry | Commerce | Economics | Education | EVS      | English  | Geography | History   | Kashmiri | Math     | Physics  | Pol. Science | Sociology | Urdu      | Zoology   | Total      |
|--------------|-----------|----------|-----------|----------|-----------|-----------|----------|----------|-----------|-----------|----------|----------|----------|--------------|-----------|-----------|-----------|------------|
| 1            | Anantnag  | 0        | 0         | 3        | 5         | 3         | 0        | 0        | 0         | 3         | 0        | 1        | 2        | 1            | 6         | 1         | 4         | 29         |
| 2            | Baramulla | 2        | 2         | 2        | 5         | 10        | 1        | 3        | 2         | 5         | 1        | 1        | 2        | 5            | 2         | 4         | 2         | 49         |
| 3            | Bandipora | 1        | 0         | 0        | 1         | 3         | 0        | 1        | 0         | 1         | 1        | 0        | 0        | 3            | 1         | 4         | 1         | 17         |
| 4            | Budgam    | 0        | 0         | 0        | 1         | 1         | 1        | 0        | 0         | 1         | 1        | 3        | 0        | 0            | 0         | 0         | 0         | 8          |
| 5            | Ganderbal | 0        | 0         | 1        | 2         | 2         | 0        | 0        | 0         | 0         | 1        | 0        | 2        | 1            | 0         | 1         | 0         | 10         |
| 6            | Kulgam    | 0        | 1         | 0        | 1         | 0         | 1        | 2        | 1         | 1         | 0        | 1        | 0        | 0            | 3         | 1         | 3         | 15         |
| 7            | Kupwara   | 4        | 1         | 0        | 1         | 2         | 0        | 0        | 0         | 2         | 0        | 0        | 2        | 1            | 3         | 1         | 6         | 23         |
| 8            | Pulwama   | 0        | 0         | 0        | 0         | 1         | 0        | 0        | 0         | 1         | 0        | 2        | 0        | 0            | 0         | 1         | 0         | 5          |
| 9            | Srinagar  | 0        | 0         | 1        | 1         | 1         | 1        | 0        | 0         | 2         | 0        | 1        | 0        | 0            | 1         | 0         | 0         | 8          |
| <b>Total</b> |           | <b>7</b> | <b>4</b>  | <b>7</b> | <b>17</b> | <b>23</b> | <b>4</b> | <b>6</b> | <b>3</b>  | <b>16</b> | <b>4</b> | <b>9</b> | <b>8</b> | <b>11</b>    | <b>16</b> | <b>13</b> | <b>16</b> | <b>164</b> |

**Terms and Conditions:**

1. The hiring of the Cluster Resource Coordinators shall be made, purely on "temporary basis" for the Academic Session 2024-25 (Revised) in various Govt. 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 fresh satisfactory Character & Antecedents Certificate from ADGP, CID J&K and strictly as per the performance & feedback from Head of Institution.
3. The Cluster Resource Coordinators shall furnish an Affidavit executed before Judicial Magistrate of First Class, to the extent that they shall not have any claim for their engagement on regular basis/ continuation of their services beyond the academic session 2024-25 (Revised).

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4. The tenure of temporary hiring of the Cluster Resource Coordinators shall be deemed to have ended at the end of Academic Session 2024-25 (Revised) without any further notice/ information or till regular arrangement is made by the Government, whichever is earlier.
5. The hiring of the Cluster Resource Coordinators 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 shall be compiled, subject wise for each district separately. In case two or more candidates of the same subject secure same points, the candidate having higher marks percentage in P.G may be given the first preference and if the tie persists, it shall be resolved based on UG marks. In case tie persists at UG Marks also, age of the applicant shall determine the eligibility. In case of any dispute arises in determining the eligibility of candidate, 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 (2024-25), a two months prior written notice in the matter 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 perusing any higher academic/ professional course/ degree.
10. The Department reserves right to dehire the services of any candidate at any time without any prior notice.

**Age as on 1st January, 2025:**

| Age Limit in Years | Not born after | Not born before |
|--------------------|----------------|-----------------|
| 40                 | 01-01-2007     | 01-01-1985      |

**Documents to be uploaded:**

Following self-attested certificates/testimonials shall be uploaded with the Application Form:

1. Domicile Certificate issued by the Competent Authority.
2. Date of Birth Certificate (Matriculation).
3. PG Final Marks Card.
4. M. Phil Certificate, if applicable.
5. Ph. D Certificate, if applicable.
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 for calculation of merit.





### **How to apply:**

1. Candidates are required to apply Online through the dedicated link <https://bit.ly/DSEK-CRC-2025> w.e.f 10-07-2025 to 16-07-2025. No other means/ mode of application shall be accepted.
2. In addition to the certificates/ documents mentioned above the candidate, shall also be required to upload a recent passport size coloured photograph.
3. In case it is found that any document given by candidate is found incomplete, the candidature of the applicant shall be cancelled *ab-initio* without any notice thereof and shall invite legal and criminal proceedings against the candidate.
4. The Subject-wise/District-wise slots as referred to above, may increase or decrease depending upon the actual requirement for hiring such candidates as well as availability of funds.

**Last Date of Submission of Application Forms: 16<sup>th</sup> July, 2025 upto 24hrs.**

### **Selection Procedure:**

The selection of candidates shall be as per the following merit and the prescribed scale of weightage:

| S. No        | Qualification                                   | Weightage   |
|--------------|---|---|
| 1            | PG (In the relevant subject)                    | 80 Points (on pro-rata basis).  |
| 2            | M. Phil (In the relevant subject)               | 02 Points.  |
| 3            | Ph. D (In the relevant subject)                 | 03 Points.  |
| 4            | Experience in relevant subject at HS/ HSS Level | 7.50 Points for each complete academic year, up-to a maximum of 15 points in all) |
| Total Points |   | Maximum: 100 Points   |

**Sd/-**

Director

School Education, Kashmir

No: DSEK/Estt-I/E-7685882/ 1619-24

Dated: 09-07-2025

Copy to the:-

1. Secretary to the Government, School Education Department, Civil Secretariat, J&K, Jammu/ Srinagar.
2. Director Information, J&K for information and with the request to publish the Notification in all leading Local Dailies of Union Territory of J&K.
3. Project Director, Samagra Shiksha, Government of J&K for favour of information and necessary action.
4. Joint Director (North/ South/ Central), School Education Department, J&K for information.
5. Chief Education Officer \_\_\_\_\_ (All) Kashmir Division for information and necessary action.
6. Incharge Website Directorate of School Education, Kashmir for uploading the notification on the Official website of Directorate.
7. Order File/ Stock File.

Dr. Iqbal Hussain Mir  
Personnel Officer

09/07/25