



**JAWAHAR EDUCATION SOCIETY**  
Thiruvalluvar Road, Block-17,  
Neyveli 607801.

**Recruitment to the post of Principal**

Jawahar Education Society (JES) Neyveli is running Co-educational Schools and a College in Neyveli Township from the year 1968 in both CBSE & Matriculation pattern.

The Society is looking for **PRINCIPAL** for its CBSE School and Matric School. Interested candidates may apply for the post of "Principal" on meeting the following requirements.

Affiliated /Recognized	Name of the school	Location	No of Vacancies
CBSE School	Jawahar Higher Secondary School	Neyveli	1
Matric School	Jawahar Matriculation Higher Secondary School	Neyveli	1

**1.0 ELIGIBILITY: -**

**1.1 Educational requirements: -**

Should have completed Master's Degree from a recognized University with at least 50% marks in aggregate and should possess B.Ed., degree (full time/part time) which is mandatory.

OR

Three-year integrated B.Ed.-M.Ed. from NCTE recognized institution/University with at least 50% marks.

OR

Four years integrated Degree with at least 50% marks including B.Ed. component from NCTE recognized Institution/University

Note:

For the purpose of calculating the aggregate final marks, the aggregate marks of all years / semesters / trimesters would be taken. Rounding of percentage (%) will not be acceptable under any circumstances.

**1.2 Experience requirements**

A) Person working/worked as Principal in Central/State Govt/Aided/Autonomous organisations of Central/State Govt or affiliated school.

OR

B) Person working/worked as Vice Principal for 3 years in Central/State Govt/Aided/Autonomous organisations of Central/State Govt or affiliated school.

1.3 Desirable: -

- Knowledge of Operation of Computer and handling MS office
- Knowledge of reading and writing Tamil Language.
- For CBSE Principal – Trainings of COE. (Centre of Excellence).

1.4 Essential Qualities: -

Should be creative, dedicated and lead the team from the front  
Develop good rapport among parents, and Teachers  
Responsible for school policy regarding discipline.  
Effective in school administration and for compliance with Educational Department requirements.  
Should possess qualities to interact and liaise with Government agencies.

1.5 The Age limit for the post of Principal is as indicated below: -

Name of the post	Minimum Age Limit	Maximum age limit
Principal (CBSE/Matric)	45 years	55 years

2.0 CRUCIAL DATE: -

The crucial date for determining the age, Experience and other benefits to be claimed shall be 01/03/2026.

3.0 TERMS & COMPENSATION: -

Monthly compensation will be regulated by Jawahar Education Society at par with the other higher secondary schools.

4.0 METHOD OF SELECTION: -

Selection will be based on the interview of candidates found eligible in meeting all requirements.

5.0 HOW TO APPLY: -

5.1 Interested candidates meeting the above requirements may forward their applications super scribing the post/School they have applied for along with the copy of following certificates to Jawahar Education Society.

5.1.1 Recent passport size Colour photograph, taken after 01/01/2026.

5.1.2 Proof for Date of Birth (Birth Certificate (or) SSLC / Matriculation / HSC Mark Sheet).

5.1.3 Copy of AADHAR Card./Pan card.

5.1.4 Proof for possessing notified Educational Qualifications along with the copies of the mark sheets.

5.1.5 Proof for possessing notified experience required.

5.1.6 Community Certificate in case of candidates belonging to SC/ST/OBC if applicable.

- 5.1.7 Proof for Ex-servicemen viz. Discharge Certificate for Ex-Servicemen, etc.
- 5.1.8 A brief write up about their achievements, ambition and interest.
- 5.2 Candidates are requested to ensure that only legible self-attested documents are to be forwarded.
- 5.3 The Application cover should clearly indicate the Post applied as "Application for the post of Principal CBSE " or " Application for the post of Principal Matric". Application will be considered only against the specified post (i.e) PRINCIPAL CBSE/ PRINCIPAL Matric. Application without indicating the post will not be entertained. Separate applications are to be sent for each post if applying for both the posts.
- 5.4 The Last date for receipt of the application shall be 01/04/2026
- 5.5 The Applications are to be forwarded to the Secretary, Jawahar Education Society, Tiruvalluvar Road, Block 17, Neyveli 607801 only by speed post / Courier.
- 6 **ACCOMMODATION:**  
Unfurnished Residential accommodation will be provided by JES as per eligibility in Neyveli Township to the selected candidates and they should reside in Neyveli Township only.
- 7 **GENERAL CONDITIONS: -**
- 7.1 Only Indian Nationals are eligible to apply.
- 7.2 Candidates can contact the Helpline No.04142-211123 between 10:00 Hours and 16.00 Hours on all working days. Candidates are hereby advised not to contact telephone numbers of any other officials.
- 7.3 The appointment of selected candidates will be subject to being found Medically Fit as per the prescribed health standards and they will be required to produce a Medical Fitness Certificate from a Government Registered Medical Practitioner at the time of Certificate verification.
- 7.4 Candidature of any candidate is liable to be rejected at any stage of selection process or after selection or on joining, if any information/documents provided by the candidate is false or if not found to be in conformity with the eligibility criteria mentioned in the notification.
- 7.5 Selected candidates will be engaged for a period of up to the age of 60 years and will be governed by JES.
- 7.6 Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/ or an application in response thereto can be instituted only in Chennai and the Courts/Tribunals/Forums (Jurisdiction Courts) at Chennai shall have sole and exclusive jurisdiction.

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# JAWAHAR EDUCATION SOCIETY, BLOCK-17, NEYVELI-607801

## APPLICANT'S DATA SHEET

SL.NO	SCHOOL	POST APPLIED FOR	SELECT
1	JAWAHAR HIGHER SECONDARY SCHOOL CBSE, BLOCK -17, NEYVELI	PRINCIPAL	<input type="checkbox"/>
2	JAWAHAR MATRIC HIGHER SECONDARY SCHOOL, BLOCK -24, NEYVELI	PRINCIPAL	<input type="checkbox"/>

1. Full Name : \_\_\_\_\_

2. Father's / Husband's Name: \_\_\_\_\_

3. Date of Birth : \_\_\_\_ / \_\_\_\_ / \_\_\_\_

4. Age (as on 01/03/2026) : \_\_\_\_\_ Years

5. Gender :  Male  Female  Other

6. Nationality : \_\_\_\_\_

7. Marital Status :  Single  Married  Other

8. Aadhar No: \_\_\_\_\_ PAN No: \_\_\_\_\_

9. Address for Communication:

\_\_\_\_\_  
\_\_\_\_\_

10. Contact No: \_\_\_\_\_ E-Mail: \_\_\_\_\_

11. Educational Qualification :

Qualification	Specialization / Subject	Board / University	Class	Full Time / Part Time / Corres.	Year of Passing	Total Marks Percentage / CGPA
10th / SSLC						
12th / HSC						
UG Degree						
PG Degree						
B.Ed / M.Ed						

Other (Specify)						

12. Experience if any (should be supported by Documentary evidence) :

S.No	Organization	Location	Designation	Period	Experience (in years)

13. Brief writeup on the Achievement, Awards, Ambition and Interest: -

**Signature of the Applicant**