

**INTERNATIONAL INDIAN SCHOOL, AL JUBAIL – KSA
REQUIRES**

**Associate Principal – Girls,
Vice Principal – Academics &
Controller of Examinations**

Applications are invited from the candidates fulfilling the eligibility criterion as specified in the table below:

Sl. No	Name of the Post	No. of Vacancies	Eligibility
1	Associate Principal – Girls	01	<p>A. Academic:</p> <p>i. Master Degree from a recognized university with at least 45% marks in aggregate.</p> <p>ii. B.Ed., or equivalent teaching degree. The degrees should be attested and recognized by the kingdom of Saudi Arabia (KSA)</p> <p>B. Experience:</p> <p>a. Persons holding the post of Principal in a CBSE affiliated school.</p> <p style="text-align: center;">Or</p> <p>b. Persons holding the post of Vice Principal in a CBSE affiliated school with combined services of 05 years as PGT and 02 years as Vice Principal.</p> <p style="text-align: center;">Or</p> <p>c. PGT with at least 8 years of experience on a regular basis</p> <p style="text-align: center;">Or</p> <p>d. 15 years combined regular services as TGT out of which 03 years as PGT</p> <p>e. Desirable – Knowledge of Computer Applications.</p>
2	Vice Principal – Academics	01	<p>A. Academic:</p> <p>i. Master Degree from recognized university with at least 45% marks in aggregate.</p> <p>ii. B. Ed. or equivalent teaching degree. The degrees should be attested and recognized by the kingdom of Saudi Arabia (KSA)</p> <p>B. Experience</p> <p>a. Persons holding posts of Vice Principal in any CBSE affiliated Schools.</p> <p style="text-align: center;">Or</p> <p>b. Persons holding posts of PGTs or Lecturer in any CBSE affiliated schools.</p> <p style="text-align: center;">Or</p> <p>c. 10 years combined regular services as TGT out of which 03 years as PGT.</p>

			d. Desirable – Knowledge of Computer Applications
3	Controller of Examinations	01	<p>A. Academic:</p> <p>i. A post graduate degree in a subject related to the school education from an Indian/ Foreign university.</p> <p>ii. A degree in teaching equivalent to B.Ed. awarded by any recognized Indian Universities. The degrees should be attested and recognized by the kingdom of Saudi Arabia (KSA)</p> <p>B. Experience</p> <p>a. 15 years' experience in teaching out of which 3 years in academic administration like VP/ HM or in a similar capacity.</p> <p>b. the candidate should have through knowledge in CBSE rules, affiliation by laws, exam by laws and all other CBSE manuals.</p> <p>c. Good knowledge on registration of students for Board Exams and conduct of the CBSE exams.</p> <p>d. Good computer skills</p>

- Interested candidates that are Indian nationals, fulfil the above requirements and available in KSA to join immediately, [if shortlisted] with a valid visa may fill in the online application and upload the scanned copies of certificates, following the link below on or before **Saturday, 10th July, 2021 by 5.00 PM**, KSA time.

<https://forms.gle/tTHUPsahncnV1zSZ9>

- One can apply for multiple post, if eligible.
- The eligible candidates will be called for written test, after the scrutiny of the applications.
- The written test is tentatively scheduled on **Wednesday, 14th July, 2021**, at IIS Jubail school premises in physical presence of the shortlisted candidates.

Sd/-
Principal
IIS Jubail