

RECRUITMENT OF TEACHERS FOR THE ACADEMIC YEAR 2026 -27

- i. Applications are invited for filling vacancies of teaching staff that may arise in the academic year 2026 - 2027 in Mukkolakkal, Kazhakkootam and Kumarapuram campuses. Selected candidates will be empanelled and will be offered employment for vacancies that arise after the commencement of the academic year. All appointments are generally made in the Primary Grade initially.
- ii. **English is the medium of instruction in all the schools under the Society. Good communication skills are essential for Teachers in all subjects.**
- iii. The following vacancies are expected to arise during the year, in Mukkolakkal, Kumarapuram and Kazhakkootam campuses. At our Kumarapuram Pre School, vacancies are expected only in Pre-primary and Play School sections.

- i. **Higher Secondary Grade Teachers & High School Grade Teachers – English, Maths, Physics, Chemistry.**
- ii. **Primary Grade Teachers - English, Malayalam, Hindi, Mathematics, Physics, Chemistry, Computer Science, Biology, History, Geography, Economics, Music, Commerce, Physical Education.**
- iii. **Political Science, Sociology and Psychology (Part time)**
- iv. **Montessori Trained Teachers for Pre Primary Section (Graduates only need apply)**
- v. **Play School Teachers**
- vi. **Special Educator**
- vii. **Accountants**
- viii. **Computer Demonstrator**
- ix. **Librarian**
- x. **Science Lab Assistant**
- xi. **Resident Wardens**

- iv. Grades are indicative. Initial appointment will be for a term of two years on probation. **Salary scales on par with Govt.** Higher grades will be considered for exceptionally well qualified / experienced candidates. DA will start on confirmation.

The qualifications and details of remuneration, are given below: - (NOTE: At the discretion of the Management, age relaxation may be granted in meritorious cases)

- i. **HIGHER SECONDARY TEACHER GRADE I : Scale of pay:** 43400-1100-47800-1200-52600-1300-56500-1400-60700-1500-65200-1600-70000-1800-79000-2000-89000-2200-91200.
Minimum Qualification: (a) First or High Second Class. **Postgraduate degree** in the subject concerned with B.Ed. SET is desirable. (b) Experience: Minimum 2 years teaching experience at Higher Secondary or 5 years at High School level in the subjects concerned.
Age: Maximum 45 years
- ii. **HIGH SCHOOL TEACHER GRADE I : Scale of pay:** Rs.39300-1000-42300-1100-47800-1200-52600-1300-56500-1400-60700-1500-65200-1600-70000-1800-79000-2000-83000.
Minimum Qualification: (a) First or High Second Class **Postgraduate degree** in the subject concerned with B.Ed. (b) Experience: 5 years as Teacher in a School in the Primary grade or two years in the High School Grade or above.

OR

(a) **Graduate** with First or high Second class with B.Ed. (b) Experience: 10 years as Teacher in the Primary grade or **five years in the High School Grade** or above.

Age: Maximum 35 years.

- iii. **PRIMARY TEACHER GRADE II:** Scale of pay : Rs.31100-900-38300-1000-42300-1100-47800-1200-52600-1300-56500-1400-60700-1500-65200-1600-66800.
Minimum Qualification: First or High Second Class degree in Arts or Science with B.Ed.
Applicants for Primary Grade posts should have CTET Qualification as prescribed by CBSE.
If the applicant does not have CTET eligibility at the time of submission of application, and if they are offered appointment, they will have to acquire CTET qualification within two years of appointment.
Age: Maximum 35 years.
- iv. **MONTESORI / PPTTC TRAINED NURSERY TEACHER** : Scale of pay: Rs.24400-700-27900-800-31100-900-38300-1000-42300-1100-47800-1200-52600-1300-55200.
Minimum Qualification: Graduation (with first class or high second class) with Montessori / PPTTC (from a recognised institutions). **PROFICIENCY AND COMMUNICATIVE SKILLS IN ENGLISH ESSENTIAL**. Proficiency in Music, Creative activities and Sports and Games desirable. In the absence of suitable candidates, graduate with B.Ed. can also be considered.
Age: Maximum 35 years.
- v. **PLAY SCHOOL TEACHER** : Scale of pay: Rs.19500-500-20000-600-23000-700-27900-800-32000.
Minimum Qualification: Graduation (with first class or high second class). Proficiency and Communicative skills in English essential. Proficiency in Music, Creative activities and Sports and Games desirable.
Age: Maximum 35 years.
- vi. **MUSIC – PRIMARY GRADE II** : Scale of Pay: Rs 24400-700-27900-800-31100-900-38300-1000-42300-1100-47800-1200-52600-1300-55200.
Minimum Qualification : Bachelor of Music (B.M.) or a Bachelor of Arts (B.A.) in Music.
Age: Maximum 35 years
- vii. **PHYSICAL EDUCATION TEACHER – PRIMARY GRADE II** : Scale of pay: Rs.31100-900-38300-1000-42300-1100-47800-1200-52600-1300-56500-1400-60700-1500-65200-1600-66800.
Minimum Qualification: B.P.Ed.
Age: Maximum 35 years.
- viii. **SPECIAL EDUCATOR**: Scale of pay: Rs. 31100-900-38300-1000-42300-1100-47800-1200-52600-1300-56500-1400-60700-1500-65200-1600-66800.
Minimum Qualification : Should be Qualified and trained for School level children. Graduates with Post graduate diploma in Counselling from a recognised university / 6 months certificate course (approved by RCI) in Education of Children with Special Needs or equivalent. Experience in education of children with special needs.
Age: Maximum 35 years.
- ix. **ACCOUNTANT GRADE II**: Scale of pay: Rs. 24400-700-27900-800-31100-900-38300-1000-42300-1100-47800-1200-52600-1300-55200
Minimum Qualification: M.Com with 5 years' experience. Desirable: Computer skills in Tally.
Age: Maximum 35 years.
- x. **COMPUTER DEMONSTRATOR**: Scale of pay: Rs.23000-700-27900-800-31100-900-38300-1000-42300-1100-47800-1200-50200.
Minimum Qualification: Graduation in any Science stream with PGDCA or equivalent.
Age: Maximum 35 years.
- xi. **LIBRARIAN Grade II**: Scale of pay: Rs.26500-700-27900-8800-31100-900-38300-1000-42300-1100-47800-1200-52600-1300-56500- 1400-60700.
Minimum Qualification: Masters in Library Science.
Age: Maximum 35 years.

xii. **SCIENCE LAB ASSISTANT:** Scale of pay: 19500-500-20000-600-23000-700-27900-800-32000
Minimum Qualification : Plus 2 in Science and Certification in the relevant area of specialization.
Age: Maximum 35years.

xiii. **RESIDENT WARDENS FOR BOYS' AND GIRLS' HOSTEL:** Scale of pay: 23000-700-27900-800-31100-900- 38300-1000-42300-1100-47800-1200-50200.

Minimum Qualification : Graduation(with first or high second class) Proficiency and communicative skills in English essential. Experience as Warden desirable.

Age: Maximum 35years.

GENERAL INSTRUCTIONS TO CANDIDATES.

- ❖ The candidates should read carefully the conditions regarding qualifications, experience etc., before filling up the application form. Incomplete applications/columns left unfilled will be rejected without any further intimation.
- ❖ The list of candidates shortlisted for the written test will be published on the official website on **12th March 2026**.
- ❖ Candidates qualified for teaching posts may be called upon to appear for a one hour written test in English **at 10.00 am on 14th March 2026**. Candidates for teaching Hindi and Malayalam are exempted from appearing for the test in English. The list of shortlisted candidates for the interview will be put up on the Notice Board of the Society Office/ website **on or before 19th March 2026**.
- ❖ Date of Interview will also be indicated in the website.
- ❖ Candidates qualified for Accountant posts will also require to appear for a written test and computer application test at **10.00am on 14th March 2026**.
- ❖ A **DD for Rs.500/- in favour of the Mar Thoma Church Educational Society** should be attached along with the application for applicants under Teaching posts. This is not applicable for applicants of Malayalam and Hindi. This amount is not refundable.
- ❖ Staff on the rolls of St Thomas Schools may also apply if they wish to be considered, for higher posts. They are eligible to get age relaxation. Staff on the rolls need not attach the DD or appear for the written test.
- ❖ The panel will be valid only for the academic year 2026-27.
- ❖ If a candidate wishes to apply for more than one post, separate application form for each post with **DD for Rs.500/-** should be submitted along with self-attested copies of certificates and recent passport size photograph.
- ❖ Candidates are advised to satisfy themselves that they possess the minimum prescribed requirements before they apply. Applicants for Primary Grade posts should have CTET Qualification as prescribed by CBSE. If the applicant does not have CTET eligibility at the time of submission of application, and if they are offered appointment, they will have to acquire CTET qualification within two years of appointment.
- ❖ Degrees obtained through regular study will be preferred over degrees obtained through distance education
- ❖ Retired teachers in good health who are below 58 years of age as on 31-03-2026 will also be considered for appointment on a consolidated salary.
- ❖ Candidates who are appearing for B.Ed. final exam/awaiting results of B.Ed. may also apply. The appointment will be subject to the production of B.Ed. Certificate before appointment.
- ❖ Recommendation in any form will be considered as disqualification.
- ❖ **The last date for receipt of completed application is 28th February 2026.**

Sd/
Secretary



The Mar Thoma Church Educational Society

St. Thomas Schools, St. Thomas Nagar
Mukkolakkal, Thiruvananthapuram-695043
Email: mtcesgeneral@gmail.com

Affix photo

APPLICATION FORM

- * Please answer all questions clearly in BOLD letters.
- * Additional sheets may be added if necessary
- * Please affix passport size photo on top

Post Applied For

Date

Note:

1. Only self certified copies of Degrees/ Certificates / Aadhaar card / Testimonials need be sent with this Application Form. Originals to be produced at the time of interview only.
2. Applicants called for the interview shall bear their own travelling expenses .
3. **Application should be delivered personally at the Society Office or sent by Registered Post.**
4. Additional pages may be added where required. Incomplete forms will be rejected.

PERSONAL DATA OF APPLICANT

1.Name

(Name should be as recorded in the Aadhaar card)

2.Date of Birth

2(a).Aadhaar card Number

3.Sex. Female ☐

Male ☐

4.Marital Status: Married ☐

Unmarried ☐

Widow(er) ☐

Separated ☐

5. Religion

Denomination

6. If married, Name & address of Spouse

Occupation

Place of work

7.Name & address of Father / Mother

8. Address for communication

City

Pin Code

Mob #

Alternate No.

E-mail

9. Any physical handicap/ disability? Yes ☐ No ☐ If Yes specify

10. Have you ever been convicted of any criminal offence? Yes ☐ No ☐ If so, give details.

11. Whether working at the time of application Yes ☐ No ☐ Present post

If so, Name of Employer

12. Present Pay/last salary drawn Basic Pay Scale

Allowances Total

(Note: If required, the Salary Certificate should be produced)

13. ACADEMIC QUALIFICATIONS

(i) UNIVERSITY / COLLEGE (Regular Study)

| Degree Passed | Subjects | Year | Division | % / CGPA | University / College | Whether recognised by UGC / Association of Indian Universities / NCTE |
|---------------|----------|------|----------|----------|----------------------|-----------------------------------------------------------------------|
| | | | | | | |

(ii) Distance Education.

| Degree Passed | Subjects | Year | Division | % / CGPA | University / College | Whether recognised by UGC / Association of Indian Universities / NCTE |
|---------------|----------|------|----------|----------|----------------------|-----------------------------------------------------------------------|
| | | | | | | |

(iii) Any Other Qualification (Eg. NET/ SET/ CTET)

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14 TEACHING EXPERIENCE *(Experience claimed without supporting Certificates is liable to be ignored.)*

Entries to be made starting with the experience in the latest position

| Designation | Period | Institution | Subject Taught | Class(es) Taught | Reason Leaving |
|-------------|--------|-------------|----------------|------------------|----------------|
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15. Time required for joining

16. Have you ever applied for any post in the Society earlier? If so, when?

17. Highlight briefly any notable contribution you had made in your career.

18. Please give the names and required details of two persons who are familiar with your career.

| (i) | Name and Address | Designation | Telephone |
|-----|------------------|-------------|-----------|
| | 1 | | |
| | 2 | | |

19. Essential Documents to be enclosed. (only photocopies)

- 1 School final Marklist & School leaving certificate.

2 Graduation Certificate & Marklist

3 Certificates of all qualifications quoted.

4 Experience certificate of all experiences stated.

DD No..... Date

Draft on (Bank) for Rs.500/-

I hereby certify that the particulars furnished above are correct to the best of my knowledge and belief.

I have not concealed any information. If it is revealed later that I have given false details or concealed material information, my service is liable for termination without any notice and compensation.

Place :

Date :

Signature of Applicant

For Office use

1. Date of Receipt :

2. Date of Scrutiny & Result :

3. Date when called for interview :