

PUNJAB WAQF BOARD
SCO 1062-63 Sec.22-B,
Chandigarh.

Under Department of Home Affairs & Justice (Civil Defence Branch), Government of Punjab,
Chandigarh.

Recruitment Notice: Detailed Terms and Conditions

In continuation of the Advertisement published on 12-09-2024 (The Tribune, Hind Samachar & Jagbani newspaper), Punjab Waqf Board seeks application from eligible candidates for the following **Non-Government** teaching and non-teaching posts for Schools running under the direct management of the Board:-

S. No	Post	Subject	Number of Posts	Location of vacancy	Eligibility Criteria
1	NTT		5	1. Islamia Sr. Sec. School, Malerkotla-2 2. Islamia High School, Rohira, Malerkotla-1 3. Islamia Public School, Ludhiana-2	The applicant must possess ; I. senior secondary school certificate (Class +2 or its equivalent) from recognized board with at-least 50% marks. And ; Atleast 2 nd class Diploma in Nursery Teachers Education/ Pre-School Education/ Early Childhood Education Program (D.E.C.Ed) of duration not less than 2 years from NCTE recognized institution.
2	Primary Teacher		13	1. Islamia Sr. Sec. School, Malerkotla - 2, 2. Islamia Girls Sr. Sec. School, Malerkotla- 4 3. Islamia Public High School, Ludhiana-3 4. Islamia High School, Binjoli Khurd-2 5. Muslim Sr. Sec. School, Malerkotla -1 6. Islamia High School, Rohira-1	The applicant must possess atleast 2nd class Diploma in Elementary Education relevant subject & Certificate of having qualified Punjab State Teacher Eligibility Test - I (PSTET-I)

3	TGT	English	5	<ol style="list-style-type: none"> 1. Islamia Girls Sr. Sec. School- 1 2. Muslim Sr. Sec. School, Malerkotla -1 3. Islamia High School, Rohira-1 4. Islamia Sr. Sec. School, Malerkotla-1 5. Islamia High School, Binjoli Khurd-1 	The applicant must possess atleast 2nd class Bachelor Degree in concerned subject from recognized University with B.Ed. & Certificate of having qualified Punjab State Teacher Eligibility Test (PSTET).
		Science	3	<ol style="list-style-type: none"> 1. Islamia Sr. Sec. School, Malerkotla -2 2. Muslim Sr. Sec. School, Malerkotla -1 	
		Maths	3	<ol style="list-style-type: none"> 1. Islamia Girls Sr. Sec. School-1 2. Islamia High School, Rohira-1 3. Muslim Sr. Sec. School, Malerkotla -1 	
		Hindi	1	1. Islamia High School, Binjoli Khurd	The applicant must possess atleast 2nd class Bachelor Degree in concerned subject from recognized University with B.Ed. & Certificate of having qualified Punjab State Teacher Eligibility Test (PSTET)
		Punjabi	3	<ol style="list-style-type: none"> 1. Islamia Public High School, Ludhiana 2. Islamia Girls Sr. Sec. School-1 (Female) 3. Islamia High School, Rohira-1 	
		Urdu	5	<ol style="list-style-type: none"> 1. Islamia High School, Rohira-1 2. Islamia Girls Sr. Sec. School, Malerkotla- 1 3. Islamia Public High School, Ludhiana-1 4. Baba Farid Islamia Public High School, Patiala-1 5. Islamia High School, Binjoli Khurd-1 	

		Social Studies	2	1. Islamia Public High School, Ludhiana-1 2. Islamia High School, Binjoli Khurd-1	
4	Teacher	Diniyat	2	1. Islamia High School, Mandi Gobindgarh-1 2. Islamia High School, Rohira-1	The applicant must possess atleast 2nd class Certificate in Alim and Fazil. Preference will be given to Hafiz.
5	Teacher	Computer	2	1. Islamia Public High School, Ludhiana 2. Islamia Girls Sr. Sec. School-1 (Female)	Eligibility: The candidate must possess at-least 2 nd class degree of, BCA or B.Sc. (IT/Computer Science/Internet Science/Information System/Information Science) Degree or B.E. /B.Tech. (IT/Computer Science) or equivalent or M.Tech (Computer Science) or M.Sc. (Networking and Protocol Designing) or M.Sc. (IT)(LE)
6	PGT History		1	1. Islamia High School, Rohira	The applicant must possess atleast 2nd class Master's Degree in the concerned subject from recognized University with B.Ed.
7	PGT Psychology		2	1. Islamia High School, Rohira-1 2. Islamia Sr. Sec. School, Malerkotla-1(female)	The applicant must possess atleast 2nd class Master's Degree in the concerned subject from recognized University with B.Ed.
8	Physical Education		6	1. Muslim Sr. Sec. School, Malerkotla -1 2. Islamia Girls Sr. Sec. School-1 (Female) 3. Baba Farid Islamia Public High School, Patiala-1 4. Islamia Sr. Sec. School, Malerkotla (Branch No 6) (female)	The applicant must possess 2nd class degree of B.P.Ed. And Certificate of having qualified Punjab State Teacher Eligibility Test (PSTET)

			5. Islamia High School, Lacchru Kalan-1 6. Islamia High School, Mandi Gobindgarh-1	
9	Clerk	2	1. Islamia Girls Sr. Sec. School, Malerkotla-1 2. Islamia Girls College, Malerkotla-1	Atleast 2nd class Bachelor Degree in any recognized field with Certificate of ICT skill course i.e. course on computer concept (CCC) 80 hours from recognized institute**.
10	Peon	5	1. Islamia Public High School, Ludhiana-1 2. Islamia Sr. Sec. School, Malerkotla - 1 3. Muslim Sr. Sec. School, Malerkotla -2 4. Islamia High School, Rohira-1	Should have passed 12 th from any recognized Board.
11	Sweeper	7	1. Islamia Public High School, Ludhiana-2 2. Muslim Sr. Sec. School, Mlk. -2 3. Islamia Girls College-1 4. Islamia Sr. Sec. School, Malerkotla-1 5. Islamia Girls Sr. Sec. School, Malerkotla-1	
12	Gatekeeper	2	1. Islamia Public High School, Ludhiana- 1 2. Islamia High School, B. Khurd-1	Should have passed 10 th from any recognized Board.
13	Aaya	5	1. Islamia Public High School, Ludhiana-1 2. Islamia Sr. Sec. School, Malerkotla-4	Should have passed 10 th from any recognized Board.

*****Certificate of ICT skill course i.e. course on computer concept (CCC) 80 hours from a Govt. Recognized institute OR a reputed institute with an ISO 9001 certified OR Department of Electronics Accreditation of Computer course (DOEACC) of Govt. of India OR from NIELIT and its authorized.***

Note:

a) Candidates who have applied against the earlier advertisement published on 12.09.2024 need not apply again.

b) Candidates previously declared ineligible due to a lack of required qualifications will now be considered eligible if they have obtained requisite qualifications by May 1, 2025.

Other Mandatory Qualifications:

- ✓ Age: Shall be between 18-37 years as on May 1, 2025. (Five year relaxation shall be given to Adhoc staff working in Islamia Schools under the direct management of Punjab Waqf Board).

Note: Age of the Applicants who have applied to the earlier advertisement shall be considered as on the date of September 1, 2024.

- ✓ Experience is desirable not mandatory.
- ✓ For all categories except sweeper and Deeniyat Teachers, one **should** have passed Punjabi up to Matric standard or its equivalent standard from any recognized Institution/Board or should have passed the Punjabi Language Proficiency Test conducted by the Department of Languages, Government of Punjab. For Deeniyat teachers, Preference will be given to Punjabi knowing.
- ✓ In case, division/class is not mentioned on mandatory academic certificate, 50% and above marks shall be considered as "second division/class" for the purpose of this examination.
- ✓ For the Posts of Urdu teacher, PSTET of SST Subject (as earlier deemed to be eligible for the Urdu Subject), shall be considered valid for the purpose of this recruitment in addition to the PSTET in Urdu.

Selection Criteria and Methodology (Revised) :

1. For Teaching posts :

Stage 1 :- Written test for the selection will consist of 100 questions carrying 1 mark each, 75 questions shall be subject oriented & 25 questions shall be based on Logical Reasoning, Mental Ability and English Comprehension, Current Affairs & General Knowledge including History, General Science, Geography, Polity, Economy. **Subject Oriented questions shall be based on Academic level of essential qualifications of respective posts.**

Preliminary merit list shall be made on the basis of marks obtained in written test, that should be more than 45% of the total marks. Candidates shall be called for Stage 2 in the ratio of 1:5.

Stage 2 :- Class demo of 25 marks & interview of 25 marks.

Final merit shall be prepared on the basis of total marks obtained in written test + Class demo + Interview.

2. For Clerical post :

Stage I - All concerned candidates who will have requisite qualification will have to appear for written test of 100 questions based on Logical Reasoning, Mental Ability and English Comprehension, Current Affairs & General Knowledge including History, General Science, Geography, Polity, Economy. Preliminary merit list shall be made on the basis of marks obtained in written test.

Stage II - Candidates shall be called for stage II for interview in the ratio 1:5. Interview shall have weight-age of 50 marks. Final merit list shall be prepared on the basis of total marks obtained in written test plus interview.

Preference will be given to those who will clear qualify typing test of English and Punjabi. Typing test is of 10 minute and candidates must achieve a gross typing speed of 30 words per minute in both languages. Typing test shall be taken at the time of interview.

Note: Candidates who have studied computer as a subject in their bachelors and post-graduation shall be exempted from the condition of having Certificate of ICT skill course i.e. course on computer concept (CCC) 80 hours from a recognized institute.

3. **For the Group D posts**, direct interview shall be conducted & merit list shall be prepared on the basis of interview marks only.

4. Waiting list of candidates shall also be prepared and shall be valid for a period of 1 year.

Salary, Probation and other service conditions:

1. Salary, Probation and service conditions of the recruits shall be governed by the policies approved by the Board vide its resolution no. 8 dated 21.07.2019. The recruits shall be transferable between the schools under the direct management of Board.
2. There shall be probation period of 2 years with performance assessed every year. Board has all rights to dis-engage if performance is not found satisfactory.
3. Other conditions remaining constant, **fixed** salary of the recruits shall be the following :-
 - Teacher :- 15,500/month
 - Lecturer :- 16,500/month
 - Technical & Clerical Staff :- At rates fixed by labour department
 - Group D :- At rates fixed by labour department

Note:- No DA & any other allowance/perks/facility shall be paid during and after the probation.

4. No increment shall be provided during the period of probation i.e. for two year period. However, teaching and non-teaching staff shall get an increment of 5% for each completed year after clearing the probation period.
5. One month notice period is to be served before leaving the service.
6. Candidate must apply for No objection certificate from the Board before applying for any post or further studies.
7. Candidates whose result of mandatory qualification is awaited, must submit their final result certificate at the next stage of selection process. If failed to do so, candidature shall deem to be canceled.
8. **All communication** with candidates regarding the date, venue and time of test, demonstration cum interview; preliminary list and final selection etc shall be through Board website <https://waqf.punjab.gov.in/> only.
9. **All recruitment related queries/grievances should be forwarded to pwb.exam@gmail.com.**
10. All self attested requisite documents to prove claim of the education, marks and experience must be submitted along with the **application form**.
11. Along with Application form and requisite documents, candidates must pay an **examination fee of Rs. 700 (Non-refundable) through online mode (upto 12:00 midnight of 27th May 2025). Rs. 500 (Non-refundable) application fee for the post of Clerk, Peon, Sweeper, Gatekeeper & Aaya.**
12. Application forms without examination fee shall not be considered.
13. Application forms complete in all respects **through online mode only** upto 12:00 midnight of the 27th May, 2025 shall only be considered.
14. No TA/DA will be paid for written test/interview etc.
15. **Board reserves all the rights to amend the conditions of recruitment and to increase/decrease/cancel the number of posts at any time. In case of cancellation, the fee shall be refunded within two months.**

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