SAMBHOTA TIBETAN SCHOOLS SOCIETY (STSS)

STSS Staff Recruitment Rules - 2025 (Revised)

A: Head of the Institutions

1	Name of the Post	**Principal (Gr.-I)**
	Age Limit	35 - 50 years

Essential Qualification:
i)   Master Degree from recognized university with at least 50% marks in aggregate.
ii) B.Ed. or equivalent teaching degree from recognized university with at least 50% marks in aggregate.
iii) Must have studied Tibetan language up to Grade-XII.

Experience:
i)   Minimum 3 years experience as Principal-II/Vice-Principal in a recognized school.

OR

ii) Minimum 7 years experience as Middle School Headmaster/mistress in a recognized school.

OR

iii) Minimum 10 years teaching experience as PGT in a recognized school.

Desirable:
1. Knowledge of Tibetan language and culture.
2. Knowledge of computer applications.

2	Name of the Post	**Principal (Gr.-II)**
	Age Limit	35 - 50 years

Essential Qualification:
i)   Master Degree from recognized university with at least 50% marks in aggregate.
ii) B.Ed.. or equivalent teaching degree from recognized university with at least 50% marks in aggregate.
iii) Must have studied Tibetan language up to Grade-XII.

Experience:
i)   Minimum 2 years experience as Vice-Principal in a recognized school.

OR

ii) Minimum 5 years experience as Middle School Headmaster/mistress in a recognized school.

OR

iii) Minimum 7 years teaching experience as PGT in a recognized school.

Desirable:
1. Knowledge of Tibetan language and culture.
2. Knowledge of computer applications.

3	Name of the Post	**Rector** (For Residential School)
	Age Limit	30 - 45 years

Essential Qualifications:
i) Master's Degree from a recognized university with at least 50% marks in aggregate.
ii) 3 years of school administrative experience or 5 years of teaching experience in a secondary or senior secondary school.
iii) Must have studied Tibetan language up to the Grade-XII.

Desirable:
1. B.Ed.. or equivalent teaching degree.
2. Good knowledge of Tibetan language and culture.
3. Work experience in a residential school.

4	Name of the Post	**Headmaster/mistress (Middle School)**
	Age Limit	30 - 45 years

Essential Qualification:
i) Master Degree from recognized university with at least 50% marks in aggregate.
ii) B.Ed.. or equivalent teaching degree from recognized university with at least 50% marks in aggregate.
iii) Must have studied Tibetan language up to Grade-XII.

Experience:
i) Minimum 2 years experience as Headmaster/mistress in a recognized Primary school.
OR
ii) Minimum 5 years teaching experience in a recognized school.

Desirable:
1. Knowledge of Tibetan language and culture.
2. Knowledge of computer applications.

5	Name of the Post	**Headmaster/mistress (Primary School)**
	Age Limit	30 - 45 years

Essential Qualification:
i) Master Degree from recognized university with at least 50% marks in aggregate.
ii) B.Ed.. or equivalent teaching degree from recognized university with at least 50% marks in aggregate.
iii) Must have studied Tibetan language up to Grade-XII.

Experience:
i) Minimum 5 years teaching experience in a recognized Primary school.

Desirable:
1. Knowledge of Tibetan language and culture.
3. Knowledge of computer applications.

B: Teaching Staff

6	Name of the Post	**Post Graduate Teacher (PGT)**
	Age Limit	45 years.

Essential Qualifications:

i) Master's Degree from a recognized university with at least 50% marks in aggregate in the following subjects:
   a. PGT (English) - English
   b. PGT (Tibetan) - Tibetan/DoE, CTA guidelines.
   c. PGT (Hindi) - Hindi/Sanskrit

   d. PGT (Math) - Mathematics/ Applied Mathematics
   e. PGT (Physics) - Physics / Electronics/Applied Physics/ Nuclear Physics.
   f. PGT (Chemistry) - Chemistry/ Biochemistry
   g. PGT (Biology) - Botany/ Zoology/ Life Sciences/Bio Sciences/ Genetics/Micro Biology/Biotechnology/ Molecular Bio./Plant Physiology provided they have studied Botany and Zoology at Graduation level.
   h. PGT (History)- History
   i. PGT (Geography)- Geography
   j. PGT (Economics) - Economics
   k. PGT (Commerce) - Commerce/Business studies/Accountancy
   l. PGT (Entrepreneurship) - Entrepreneurship/Commerce
   m. PGT (Hosp.& tourism) - Master's degree from a recognized university in the Travel & Tourism Management or Tourism & Hospitality with 1 year work/teaching experience

<div align="center">**OR**</div>

   Bachelor's Degree in Tourism & Travel Management from a recognized institute / university, with at least 3 year's industrial experience.

ii) B.Ed.. **or** equivalent teaching degree from a recognized university.
      DoE, CTA guidelines for B.Ed. in Teaching of the Tibetan language.
iii) Proficiency in teaching through English/Tibetan/Hindi medium accordingly.

Desirable:
 1. Teaching experience in a recognized school.
 2. Knowledge of computer applications.
 3. Knowledge of Tibetan language and culture.

7	Name of the Post	**Cultural & Philosophy Teacher (Tadup Tr.)**
	Age Limit	30 - 45 years

Essential Qualifications:

i) Central Institute of Higher Tibetan Studies (Deemed University), Varanasi
<div align="center">**OR**</div>
   Uma Rabjampa from Gaden, Sera and Drepung Monastic Universities
<div align="center">**OR**</div>
   Shastri Degree in Bhot Budh Darshan from Kagyu Rumtek Monastic Institute
<div align="center">**OR**</div>
   Pharchin Rabjampa from Ngagyur Nyingma Institute
<div align="center">**OR**</div>
   Kachupa from Sakya College
<div align="center">**OR**</div>
   Institute of Buddhist Dialectics, Dharamsala

ii) Philosophy (Tadup) teacher must be a bona - fide monk or nun of a monastery.
iii) Having aptitude for teaching Tibetan Buddhist culture and philosophies.

	Desirable: 1. Experience of teaching in schools/Institutions. 2. Working knowledge of English and Hindi.	
8	Name of the Post	**Trained Graduate Teacher (TGT)**
	Age Limit	40 years
	Essential Qualifications: i) Four years Integrated degree course of Regional College of Education of NCERT in the concerned subject with at least 50% marks in aggregate <center>**OR**</center>Bachelor's Degree with at least 50% marks in the concerned subjects/ combination of subjects and in aggregate from a recognized college/university. The elective subjects and Languages in the combination of subjects as under: a. TGT (Tibetan): Tibetan as a subject in all the three years/DoE, CTA guidelines. b. TGT (Hindi/Sanskrit): Hindi as a subject in all the three years. c. TGT (Humanities): Any two of the following subjects at degree level i.e. History, Geography, English, Economics and Political Science of which one must be either History or Geography or English. d. TGT (Maths) - Physics, Chemistry, Mathematics. e. TGT (Science) - Botany, Zoology, Chemistry. ii) B.Ed. **or** equivalent teaching degree from a recognized university/DoE, CTA guidelines for B.Ed. in Teaching of the Tibetan language. iii) Proficiency in teaching through English/Tibetan/Hindi medium accordingly. **Desirable:** 1. CTET/TET qualified. 2. Knowledge of Basic Education Policy (BEP) for Tibetans in Exile. 3. Teaching experience in a recognized school. 4. Knowledge of computer applications. 5. Knowledge of Tibetan language and culture.	
9	Name of the Post	**Primary Teacher (English)**
	Age Limit	35 years.
	Essential Qualifications: i) Bachelor Degree from a recognized university with 50% marks with English as the main subject. ii) B.Ed. **or** equivalent teaching degree from a recognized university. <center>**OR**</center>4 year Integrated Bachelor Degree. **Desirable:** 1. Knowledge of Basic Education Policy (BEP) for Tibetans in Exile. 2. Knowledge of computer applications. 3. Knowledge of Tibetan language and culture. 4. CTET qualified	
10	Name of the Post	**Primary Teacher (General)**
	Age Limit	35 years.

	Essential Qualifications: i) Bachelor Degree from a recognized university with 50% marks. ii) B.Ed**. or** equivalent teaching degree from a recognized university. **OR** 4 year Integrated Bachelor Degree. iii) Competent in the Tibetan language. **Desirable:** 1. Knowledge of Basic Education Policy (BEP) for Tibetans in Exile. 2. Knowledge of computer applications. 3. Knowledge of Tibetan language and culture. 4. CTET qualified	
11	Name of the Post	**Pre-Primary Teacher (PPRT)**
	Age Limit	35 years.
	Essential Qualifications: i) Bachelor Degree from a recognized university with 50% marks. ii) B.Ed. **or** equivalent teaching degree from a recognized university. **OR** 4 year Integrated Bachelor Degree. iii) Must have studied Tibetan language up to Grade-XII iv) Competent in the Tibetan language. **Desirable:** 1. Female candidate. 2. Knowledge of Basic Education Policy (BEP) for Tibetans in Exile. 3. Knowledge of computer applications. 4. Knowledge of Tibetan language and culture.	
12	Name of the Post	**School Counselor**
	Age Limit	35 years.
	Essential Qualifications: B.A (Psychology Honours)/M.A/M.Sc. in School Counseling/Psychology/Social Work with minimum of 50 % marks from a recognized university **OR** Post Graduate Diploma in School Guidance & Counseling **OR** M.Ed. in Guidance & Counseling. **Desirable:** 1. Experience in the field. 2. Good communication skills. 3. Knowledge of computer applications. 4. Knowledge of Tibetan language and culture.	
13	Name of the Post	**Special Educator**
	Age Limit	35 years.

Essential Qualifications:

i) Bachelor's Degree with the minimum of 50 % marks from a recognized university.

ii) Diploma/Certificate/B.Ed. in special education. **or** Any other equivalent qualification approved by RCI order no: 7-91/RCI-2011 dated 11.1.2012.

Desirable:

1. Experience in the field.

2. Compassionate.
3. Knowledge of computer applications.
4. Knowledge of Tibetan language and culture.

14	Name of the Post	**Physical Education Teacher (PET)**
	Age Limit	35 years.

Essential Qualifications:

Bachelor's Degree with B.P.Ed**.** from a recognized university.

OR

4 years Integrated B.P.Ed. degree from a recognized university.

OR

M.P.Ed. degree from a recognized university.

Desirable:

1. Experience of working in schools.
2. Knowledge of computer applications.
3. Knowledge of Tibetan language and culture.

15	Name of the Post	**Computer Instructor**
	Age Limit	35 years.

Essential Qualifications:

Bachelor of Computer Applications with 50% marks in aggregate from a recognized university.

OR

B.Sc. (Computer Science) with 50% marks from a recognised university.

OR

B.E. **or** B.Tech. (Computer Science/IT) **or** equivalent Degree.

Desirable:

1. Experience of working in schools.
2. Competent to read and write in the Tibetan language.
3. Knowledge of Tibetan language and culture.

16	Name of the Post	**Art Teacher**
	Age Limit	35 years.

Essential Qualifications:

Bachelor of Fine Arts from any recognized Institute.

OR

Graduate with 3 years of Diploma in Drawing & Painting/Sculpture/Graphic Art from a recognized institute/university.

OR

M.A. (Drawing & Painting) from any recognized university.

Desirable:
1. Experience of working in schools.
2. Knowledge of computer applications.
3. Knowledge of Tibetan language and culture.

17	Name of the Post	**Librarian**
	Age Limit	35 years.

Essential Qualifications:

Bachelor's Degree in Library Science or equivalent degree from a recognised university

or

Graduate with a Diploma in Library and Information Science from a recognized institution.

Desirable:
1. Experience of working in schools.
2. Competent to read and write Tibetan language.
3. Knowledge of computer applications.
4. Knowledge of Tibetan language and culture.

18	Name of the Post	**Dance and Music Teacher (D/M Tr.)**
	Age Limit	35 years.

Essential Qualifications:
i) Class VIII passed
ii) Diploma Course for Tibetan dance, song, music and opera from TIPA **or** equivalent from a recognized institution.
iii) Good knowledge of Tibetan and English language.

Desirable:
1. Work experienced
2. Good knowledge of Tibetan language and culture.
3. Knowledge of computer/digital applications.

19	Name of the Post	**Laboratory Assistant**
	Age Limit	30 years.

Essential Qualifications:
Bachelor in Science (PCM or PCB) degree from a recognized university.

Desirable:
1. Knowledge of computer applications.
2. Knowledge of Tibetan language and culture.

20	Name of the Post	**Laboratory Attendant**
	Age Limit	25 years.

Essential Qualifications:
Grade-XII pass certificate, preference to science stream students.

	Desirable: 1. Knowledge of computer applications. 2. Knowledge in Tibetan language and culture.		

C: Non-Teaching Staff

21	Name of the Post	**Legal & Vigilance Officer(LVO)**
	Age Limit	35 years.
	Essential Qualifications: Bachelor's Degree in Law(LLB) from a recognized college/ university with at least 50% marks in aggregate. **Desirable:** 1. A candidate registered with the Bar Council of India. 2. Strong analytical & research skills. 3. Experience in the Law field. 4. Good communication skills. 5. Knowledge of computer applications. 6. Knowledge of Tibetan language and culture.	

22	Name of the Post	**Accounts Officer (AO)**
	Age Limit	40 years.
	Essential Qualifications: i) Master's Degree in Commerce/Finance/Accounts with 50% marks in aggregate from a recognized university **or** equivalent degree **or** M.B.A. (Finance) ii) Knowledge of tally and accounts keeping. iii) Minimum 5 years of experience as an accountant. **Desirable:** 1. Experience of working in schools. 2. Knowledge of computer applications. 3. Knowledge of Tibetan language and culture.	

23	Name of the Post	**Internal Audit (IA)**
	Age Limit	35 years.
	Essential Qualifications: i) Bachelor's Degree in Commerce/Finance/Accounts with 50% marks in aggregate from a recognized university **or** equivalent **or** B.B.A. (Finance). ii) Knowledge of tally and accounts keeping. iii) Minimum 5 years of experience in audit and accounts works. **Desirable:** 1. Experience of working in schools. 2. Knowledge of computer applications. 3. Knowledge of Tibetan language and culture.	

24	Name of the Post	**Assistant Section Officer (ASO)**
	Age Limit	35 years.

	Essential Qualifications: i) Bachelor's Degree with 50% marks in aggregate from a recognized university or equivalent. ii) Knowledge of computer applications. iii) Minimum 5 years of experience in office work. **Desirable:** 1. Knowledge of tally and accounts keeping. 2. Experience of working in schools. 3. Knowledge of Tibetan language and culture.	
25	Name of the Post	**Senior Secretariat Assistant (SSA)**
	Age Limit	35 years.
	Essential Qualifications: i) Bachelor's Degree with at least 50% marks in aggregate from a recognized university **or** equivalent. ii) Good Knowledge of Tibetan language and culture. iii) Knowledge of computer applications. **Desirable:** 1. Experience of working in schools. 2. Knowledge of tally and accounts keeping.	
26	Name of the Post	**SSA-Accountant**
	Age Limit	35 years.
	Essential Qualifications: i) Bachelor's degree (B.Com) or equivalent with at least 50% marks in aggregate from a recognized university. ii) Good knowledge of tally and accounts keeping. iii) Good knowledge of Tibetan language and culture. **Desirable:** 1) Experience of working in schools. 2) Knowledge of computer applications.	
27	Name of the Post	**Junior Secretariat Assistant (JSA)**
	Age Limit	35 years.
	Essential Qualifications: i) Bachelor's degree with at least 50% marks in aggregate from a recognized university. ii) Good Knowledge of Tibetan language and culture. iii) Knowledge of computer applications. **Desirable:** 1. Experience of working in schools. 2. Knowledge of tally and accounts keeping.	
28	Name of the Post	**JSA Cum Accountant/Accountant**
	Age Limit	35 years.
	Essential Qualifications:	

	i) Bachelor's degree (B.Com) or equivalent with at least 50% marks in aggregate from a recognized university. ii) Good knowledge of tally and accounts keeping. iii) Good knowledge of Tibetan language and culture. **Desirable:** 1. Experience of working in schools. 2. Knowledge of computer applications.	
29	Name of the Post	**Staff Nurse**
	Age Limit	35 years
	Essential Qualifications: B.Sc Nursing or GNM (Diploma in General Nursing and Midwifery) from a recognized university. **Desirable:** 1. Experienced 2. Knowledge of Tibetan language and Culture.	
30	Name of the Post	**Warden / Matron**
	Age Limit	45 years.
	Essential Qualifications: i) Class 8th passed ii) Good Knowledge of Tibetan language and culture. **Desirable:** Experience of working in schools.	
31	Name of the Post	**Driver**
	Age Limit	18 - 40 years
	Essential Qualifications: i) Class 8th passed. ii) Possession of a valid driving license. iii) Driving four wheeler vehicles with at least 3 years experience **Desirable:** Knowledge of automobile minor repair.	
32	Name of the Post	**Pump Operator**
	Age Limit	18 - 40 years
	Essential Qualifications: ITI course on plumbing/motor mechanics. **Desirable:**	

		Work Experience.
33	Name of the Post	**Hostel Ayah**
	Age Limit	25-35 years
	Essential Qualifications: Class 5th passed. **Desirable:** Experienced	
34	Name of the Post	**Cook**
	Age Limit	25 - 40 years
	Essential Qualifications: Class 5th Passed **Desirable:** 1. Experienced 2. Diploma in Food Craft	
35	Name of the Post	**MTS: Peon/Sweeper/Watchman/Sweeper cum Watchmen(SCW)/Storekeeper/S.Guard/Gardener/etc.**
	Age Limit	20 - 35 years
	Essential Qualifications: Class 10th passed for Peon **and** 5th for others. **Desirable:** Experienced	