

Instructions for candidates called for Personal Interview

Please bring the following original certificates at the time of interview for verification along with attested copies, if not submitted with the application.

1. Birth Certificate
2. Caste certificate in prescribed format
3. SSC/ Class Xth and Class XII certificates
4. Degree certificates of Graduation and Post Graduation course
5. Marks certificates of all years/semesters of the graduation course
6. Marks certificates of all years/semesters of the post graduation course
7. B.Ed. certificate and mark sheets of all years/semesters (if applicable)
8. CTET marks certificate (if applicable)
9. NOC if applicable from the present employer
10. Latest pay slip and experience certificate, if any
11. Latest Police Verification Certificate (PVC) issued by the local police station **OR** a receipt from the Police Station that he/she has applied for issue of latest PVC.

You are requested to bring the original admit card issued for the written test alongwith original identity proof (Pan Card/Voter ID Card/Driving Licence/Aadhar Card/ID card issued by the present employer, if any).

If you were awaiting final result of the essential qualification at the time of written test, you are now required to submit documentary proof of having passed the said final examination with the qualifying % of marks as specified in the advertisement without which you will not be interviewed.

Please make sure that you fulfill all the eligibility criteria as stipulated in AEES Advertisement No. AEES/01/2015 published in Employment News dated 7th March, 2015 to 13th March, 2015. This call letter for interview is **purely provisional** subject to verification of certificates/testimonials (including mark sheets), experience certificate etc. In addition to the experience certificate(s) etc., issued by previous employer(s), you shall be required to produce appointment letter and Pay Slip etc., issued by previous employer(s) in support of your past experience. In case the verification reveals contrary to your claim, your candidature will be summarily rejected at any stage of selection process without any further notice to you.

The candidates belonging to OBC category must produce an attested copy of a latest certificate wherein it should be certified that they do not belong to the sections (Creamy layer) mentioned in column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt. (SCT) dated 8.9.1993.

The SC/ST/OBC/PH candidates should bring and submit an attested copy of required caste certificate in the prescribed proforma as issued for employment in Central Government Offices and as specified in AEES advertisement No. AEES/01/2015 if not enclosed already with the application. The prescribed proforma of caste certificate in respect of SC/ST/OBC and PH certificate is available on the website of AEES-www.aees.gov.in.

SC/ST candidates will be reimbursed second class railway fare or government bus fare, chargeable by the shortest route from Railway Station/Bus stand nearest to their normal place of residence or from which they actually perform the journey, whichever is nearer to the place of interview and back to the same station, subject to submission of TA claim form with rail tickets/bus tickets along with a copy of caste certificate if they have applied for the post reserved for SC/ST candidates. No extra charges, if any, incurred for reserving seat/berth in the train will however, be reimbursed.

No TA is admissible to SC/ST candidates if they are already in the service of Central/State Government, Central/State Government Corporations, Public Undertakings, Autonomous Bodies, Local Government Institutions and Panchayats.

If you fail to bring the certificates as mentioned above, you will not be allowed to appear for the interview and your visit to AEES will be at your own risk and no claim of any kind whatsoever including TA claim will be entertained.

No accommodation will be provided to you.

Date of personal interview will not be changed under any circumstances.

If you are employed in Govt./Semi Govt./Autonomous Body under Central or State Government and in case your application was not forwarded through proper channel, you should produce a **“NO OBJECTION CERTIFICATE”** from your present employer, **failing which you will not be interviewed.**

In the event of your selection and on receipt of offer of appointment, you will be required to join at a short notice in any of the schools run by AEES in all over India.

CANVASSING IN ANY FORM WILL DISQUALIFY THE CANDIDATE