

WANTED

Applications are invited from Marthomites for the post of
Manager, MT&EA Schools Corporate Management, Tiruvalla.

The norms for the selection required are as under:-

1. The term of appointment shall be three years. No person will be appointed for more than two terms (six years)
2. The candidate should be a member of the Mar Thoma Church with known integrity and sound health.
3. At the time of appointment the candidate should not be more than 62 years. Nobody will be allowed to hold the Office beyond the age of 65 years.
4. **Qualifications: -**
 - i. The candidates should be a graduate with at least a second class degree from a recognized University with B.Ed degree.
 - ii. The candidate should have at least 10 years teaching experience.
 - iii. A pass in Account Test (Lower or Higher)
 - iv. A pass in Kerala Educational Act & Rules (KER)
 - v. A knowledge in Manual of Office Procedure (MOP).
 - vi. The candidate should be well versed in the Special Rules and other relevant rules relating to Higher Secondary/ Vocational Higher Secondary Schools.
 - vii. Should have worked in the grade not below the rank of a Headmaster in a Recognized/ Aided/Government High School for not less than 5 years. Those who have worked in reputed Educational Institutions for not less than 10 years with the above academic and administrative qualifications may also be considered.
5. **Due consideration be given to those who have:**
 - i. Worked in MT&EA Schools
 - ii. Managerial administrative training and excellence in academic field.
6. Other things being equal preference will be given to Post Graduates having the above qualifications.
7. Priority will be granted to individual who exhibit greater fitness and suitability for the post
8. If suitable candidates with all the above qualifications are not available, the Sabha Council may give relaxation to the above norms.

Applications on plain paper should be addressed to the
Sabha Secretary, Mar Thoma Sabha Office, Tiruvalla – 689 101
so as to reach on or before 4:00 pm on Wednesday, 31 January 2024.

Tiruvalla
22.12.2023

Rev. Abey T. Mammen
Sabha Secretary