

# Sainik School Purulia

PO : Sainik School-723104, Dist Purulia (WB)

[www.sainikschoolpurulia.com](http://www.sainikschoolpurulia.com)

APPLICATION IS INVITED FOR THE LOWER DIVISION CLERK (LDC) REGULAR  
VACANCY

S No.	Name of Post	No. of Vacancy	Eligibility	Pay Band / Salary	Age
01	Lower Division Clerk (LDC) Regular Basis	01 (Reserved for SC)	<b>Essential Qualification.</b> (i) Matriculation (ii) Typing speed of at least 40 words per minute on computer. (iii) Knowledge of shorthand and ability to correspond in English will be considered an additional qualification. <b>Desirable.</b> (i) Knowledge of Computer (MS Word, Excel & Power Point). (ii) Shorthand and ability to correspond in English. (iii) Pay & pension fixation and filling.	Rs. 19,900 to 63,200 plus DA as per 7th CPC	18 - 50 yrs as on 01.08.2025

**Note :-** In case of non-availability of suitable candidate of SC category for the post of Lower Division Clerk (LDC), the post will be filled by the General/OBC/ST category as per Sainik Schools Society Rule and Regulations. Candidates of General, OBC & ST category may also apply for post of Lower Division Clerk (LDC).

2. Application (as per the format given on the school website [www.sainikschoolpurulia.com](http://www.sainikschoolpurulia.com)) to be forwarded to the Principal, Sainik School Purulia along with bio data, self-attested copies of certificates, two recent passport size photographs and a bank DD (Non-refundable) of Rs. 500/- for General & OBC candidates and Rs. 250/- for SC / ST candidates drawn in favour of "Principal, Sainik School Purulia", payable at Purulia. Last date of receipt of applications in the school is 18 Aug 2025. School will not be responsible for postal delay. Only short-listed candidates will be called for Written test & Skill test. Final list of short-listed candidates for Written test & Skill test will be published on school website on 20 Aug 2025. Written test & Skill test will be held at Sainik School Purulia on 16 Sep 2025.

3. **Allowance and perquisites.** Rent free accommodation, Transport & Medical Allowances, Subsidized Education for two children, NPS and Gratuity etc. as per Sainik Schools Society Rules & Regulations.

4. No TA/DA is admissible for attending written test & skill test. Candidates are to arrange for their lodging and boarding under their own expenses for the entire duration of test. The school administration reserves the right to cancel the vacancies due to administrative / policy reason.

By Order