GULZAR MEMORIAL EDUCATIONAL TRUST

Nowpora Kalan, Sopore

APPLICANT GUIDELINES

Recruitment Session 2026–27

These guidelines are intended to help applicants understand the eligibility requirements and application procedure for the posts advertised by Gulzar Memorial Educational Trust. Candidates are requested to read the instructions carefully before applying.

IMPORTANT: A MINIMUM OF 03 YEARS' RELEVANT EXPERIENCE IS REQUIRED FOR EVERY POST.

1. Advertised Posts and Eligibility

S. No.	Post / Department	Required Qualification	Experience	Posts
01	Biology	PG (Botany) with B.Ed.	Minimum 03 years	01
02	Physical Education Teacher	M.P.Ed.	Minimum 03 years	01
03	Kashmiri	PG in Kashmiri with B.Ed.	Minimum 03 years	01
04	Cultural Coordinator	PG (Any Subject)	Minimum 03 years	01
05	Pre-Primary Department	PG with B.Ed.	Minimum 03 years	01

Note: The minimum experience requirement applies separately to all five posts. Applicants must have at least three years of relevant experience and should be able to support the claim with an experience certificate or other verifiable documentation.

2. How to Apply

• Visit the official school website: **www.gmetjk.com**.

• Open the **Join Us** section.

• Fill in the online application form with the required personal, educational and professional details.

• Select the post for which you meet the prescribed qualification and experience criteria.

• Review the information entered and submit the form before the closing date.

3. Documents to Keep Ready

• Updated Curriculum Vitae (CV) / Resume.

• Recent passport-size photograph.

• Academic qualification certificates and marksheets.

• B.Ed. / M.P.Ed. or other applicable professional qualification certificate.

• Experience certificate(s) establishing a minimum of three years of relevant experience.

• Valid identity proof.

• Any additional certificates or documents relevant to the post.

4. Important Instructions

• Applicants must ensure that the qualification and experience details entered in the form are correct and complete.

• The minimum three years' experience is compulsory for every advertised post.

• Experience should be relevant to the post applied for and must be supported by valid documentation.

• Incomplete applications, applications with incorrect information, or applications that do not meet the prescribed criteria may not be considered.

• Applicants should keep their phone number and email address active and check them regularly for recruitment-related communication.

• Original documents must be produced for verification whenever required.

• Submission of an application does not guarantee shortlisting, selection or appointment.

5. Selection Procedure

Eligible applicants may be shortlisted on the basis of the prescribed qualifications, relevant experience and suitability for the post. Shortlisted candidates may be invited for the Written,interview and/or demonstration, as considered appropriate by the school. Final selection will be made by the school management after assessment of the candidates.

6. Last Date for Submission

20 NOVEMBER 2026

Applicants are advised to submit their forms well before the deadline. Late applications may not be considered.

7. Contact Details

Gulzar Memorial Educational Trust
Nowpora Kalan, Sopore

Phone: 9622535002 / 7006085876
Email: gulzar2004@gmail.com
Website: www.gmetjk.com

We look forward to receiving applications from qualified, experienced and committed candidates.

MANAGEMENT • GULZAR MEMORIAL EDUCATIONAL TRUST