

**INTERNATIONAL INDIAN SCHOOL - JEDDAH**

UNDER THE PATRONAGE OF EMBASSY OF INDIA, RIYADH  
AND AFFILIATED TO CENTRAL BOARD OF SECONDARY EDUCATION, NEW DELHI - INDIA  
MEMBER, COUNCIL OF C.B.S.E. SCHOOL IN GULF  
AFFILIATION NO. 5730001, SCHOOL CODE - 90072  
MINISTRY OF EDUCATION - K.S.A - LICENCE NO. 045 / J, C.C.No. 136593  
P.O. Box 14861 JEDDAH 21434, SAUDI ARABIA  
Boys' Section - Tel. +966 12 6751536 / 6711934 / 6712097  
Girls' Section - Tel. +966 12 6721607 / 6718345  
Girls' Section I & II - Tel. +966 12 6737752, KG-SECTION - Tel. +966 12 6747737

**المدرسة الهندية العالمية - جدة**

تحت رعاية سفارة الهند ، الرياض  
وتابعة للمجلس المركزي للتعليم الثانوي ، نيودلهي - الهند  
عضو مجلس C.B.S.E. مدرسة في الخليج  
الانتماء رقم. ٥٧٣٠٠٠١ رمز المدرسة - ٩٠٠٧٢  
وزارة التعليم - ترخيص رقم - ج/٠٤٥ ، رقم العضوية : ١٣٦٥٩٣  
ص.ب : ١٤٨٦١ جدة ٢١٤٣٤ ، المملكة العربية السعودية  
ت : قسم البنين : +٩٦٦ ١٢ ٦٧٥١٥٣٦ / +٩٦٦ ١٢ ٦٧١١٩٣٤ / ٦٧١٢٠٩٧  
ت : قسم البنات : +٩٦٦ ١٢ ٦٧٢١٦٠٧ / +٩٦٦ ١٢ ٦٧١٨٣٤٥  
ت : قسم البنات للصف الأول والثاني : +٩٦٦ ١٢ ٦٧٣٧٥٢ ، روضة وتمهيد - +٩٦٦ ١٢ ٦٧٤٧٧٣٧

REF: IISJ/ADM-04/2022-23/02

DATE: 10/05/2022

**Local Advertisement for Non - Teaching Positions**

International Indian School, Jeddah – invites applications from locally available candidates, for filling up the following Temporary Non-Teaching vacancies. Candidates are required to apply online through the link <https://www.iisjedinfo.com/iisjeddoc/iisjob2020f.aspx> latest by 17th May 2022.

S. No.	No. & Name of The Post	Eligibility Criteria
1.	Ayah – 4	<b>Essential:</b> <ol style="list-style-type: none"> <li>Candidates should be literate enough to carry out the work assigned by the section heads.</li> <li>The candidate should be able to assist the children in the school.</li> </ol>
2.	Medical Nurse – 1	<b>Essential:</b> <ol style="list-style-type: none"> <li>A recognized Degree/Diploma in Nursing from a reputed university.</li> <li>2 years' experience as a nurse in a reputed polyclinic or Hospital.</li> </ol>
3.	Clerk – 2	<b>Essential:</b> <ol style="list-style-type: none"> <li>Graduate in any discipline with at least 02 years of working experience in the rank of Office Assistant in a Government / Private Organization.</li> <li>Candidate should be proficient in English.</li> <li>Candidate should have good communication skills (Written /Oral)</li> <li>Must possess basic computer skill (MS Office etc.).</li> <li>Must be willing to learn new technologies and be able to work in a fast-changing environment.</li> <li>Arabic Knowledge is preferable.</li> </ol>
4.	Messenger – 4	<b>Essential:</b> <ol style="list-style-type: none"> <li>Intermediate in any stream.</li> </ol>
5.	Library Assistant – 1	<b>Essential:</b> <ol style="list-style-type: none"> <li>Intermediate (+2) in any stream.</li> <li>Candidate having B. Lib/Diploma in Library &amp; Info Science will be preferred.</li> </ol>

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## المدرسة الهندية العالمية - جدة

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S. No.	No. & Name of The Post	Eligibility Criteria
6.	Lab Assistant – 3	<b>Essential:</b> 1. Intermediate in Science stream.
7.	Computer Lab Assistant – 2	<b>Essential:</b> 1. Intermediate in any stream. 2. Must possess basic computer skills. 3. Candidates having any Diploma/Certificate course in Computer Science will be preferred.
8.	Sports Assistant – 2	<b>Essential:</b> 1. Intermediate in any stream. 2. Candidates having any Diploma/Certificate in Sports/Games will be preferred.
9.	CCO – 1	<b>Essential:</b> 1. Intermediate in any stream.



(Dr. Muzaffar Hassan)  
Principal