



Ref:IISB/MC/01/2023-24

8 June 2023

IISB invites applications for induction into the existing School Managing Committee 2023

Dear Parents,

Ambassador of India and the Patron of International Indian School in the Kingdom of Saudi Arabia has approved the expansion of existing School Managing Committee comprising of four members as on date. The Managing Committee is expected to contribute for the betterment of the school without any remuneration or other favours.

The school management committee is a critical part of the decision-making structure of the school with a focus on ensuring academic excellence. It ensures a representative body that includes parents from different backgrounds and walks of life. Ladies are especially encouraged to apply.

The parents who are interested to be a part of the Managing Committee may collect the form from the principal's office between **08:00 am to 1:30 p.m. from 11th June 2023 to 22nd June 2023 (School working days) and 8:00 am to 12:30 pm on 24th June 2023.**

The Candidates should possess required academic qualifications and have proven experience/ specialization in Academics/ Administration/ IT/Financial field. The eligibility criteria for the candidates are as follows:

- He/ She must be a parent of the students(s) of IIS Buraidah for at least one year as per school records.
- He/ She shall be a parent of a regular student studying in the school. In case the child passes out of school/leaves the school, the MC member shall cease to be part of MC, unless there are other siblings studying in the school.
- He/ She must be a citizen of India who could devote sufficient time for the welfare of the school.
- He/ She must hold a regular university degree preferably a Master's Degree or a Bachelor's Degree awarded after pursuing 5-year program such as MBBS, duly attested by the competent authority in India / Embassy of India, Riyadh.
- He/ She must be holding a responsible position in a reputed Organization/ Company or He/ She should be a professional working with any reputed institution.
- He/ She should not be a school employee/ spouse of the school employee/ relative of the school employee/ member of another school committee/ former employee of the school.
- He/ She should not be a member of the previous/ preceding School Managing Committee.**
- He/ She must have a No Objection Letter from his/her employer/sponsor in original, duly attested by chamber of commerce and industry in which the sponsor should clearly mention that He/ She is agreeable for the active participation of the candidate in Managing Committee meetings for the tenure and that candidate will be in a position to attend the meetings even at a short notice.
- He/ She must produce salary certificate issued by his / her employer and attested by chamber of commerce in the region stating that monthly salary is not less than **SR 8000.**
- He/ She should submit a brief description, not exceeding 100 words explaining his/ her plans to ensure better education to the children of Indian community and all-round progress of the school during his/ her tenure.
- His/ Her place of work and residence should be within the city limits where the school is situated.
- Non-Working Female candidates who possess a professional degree or a three-year graduation degree or a post-graduation degree of two-year duration can also apply.

Candidates are requested to submit their detailed CV & duly filled in forms along with the required documents in a sealed envelope to the principal's office - IIS Buraidah with a copy to the Observer of International Indian Schools, Embassy of India, Riyadh at the email id: edu.riyadh@mea.gov.in on or before **24th June 2023 (till 12:30 p.m.)**.

**** Original documents are to be submitted at the time of interview.**

Best Regards,

Principal

