



INTERNATIONAL INDIAN PUBLIC SCHOOL – RIYADH

10 February 2025

REF: IIPS/PRL/24-25/174

IIPSR invites applications for inclusion of additional members in School Managing Committee 2025

Dear parents

Greetings from IIPSR!

As per the communication received from the School Observer, additional members are to be added to the SMC 2025, all interested parents may collect the application forms from the front desk between 7:30 am to 1.40 pm from 10th February 2025 to 26th February 2025 (school working hours).

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

- He/She must be parent of the student(s) of IIPSR for at least one year as per school records.
- He/She shall be parent of a regular student studying in the school. In case the child passes out of the school/leaves the school, the MC member shall cease to be part of the MC, unless there are other siblings studying in the school.
- He/She must be 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 Organisation/Company or He/She should be a professional working with any reputed institution.
- For female candidates, professionals shall be given preference.
- 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 Management Committee.**
- He/She must have 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 next 3 years 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 note 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 where the school is situated.
- Non-working female candidates who possess a professional degree or a three-year graduation degree and a post-graduation degree of two-year duration can also apply.
- The profession of the applicant mentioned in his/her employment letter should be same as mentioned in his iqama.

Candidates are requested to submit their detailed CV, duly filled in forms along with the required documents in closed envelope to the Principal, IIPS, Riyadh on or before Tuesday 26 February 2025.

****Required original documents to be submitted at the time of interview.**

Regards,

Mohd. Irfan Shaikh
Principal

(Handwritten signature and date)
10/02/25

