



ARMY PUBLIC SCHOOL SAGAR, PIN-470001 (MP)
Telephone No 07582240119, E-mail:assaugor@rediffmail.com,
Website:www.apssaugor.edu.in

VACANCIES

1. Army Public School, Sagar (MP) invites applications for the following post of Administrative Staff on contractual/daily wages for the academic session 2022-2023 :-

Ser No	Post	Educational Qualifications
(a)	Librarian	B.Lib. Science or Graduate with diploma in Library Science from a recognized institute and computer literate with minimum three years experience.
(b)	Supervisor Administration	Ex Army JCO upto age of 55 years. Experience of handling staff duties and supervision.
(c)	Computer Lab Technician	Minimum 10+2 with one year Diploma in Computer Science and knowledge of Hardware, Peripheral and Networking.
(d)	Clerk(LDC)	(i) Graduate or ten years of service as a clerk (for Ex-Servicemen). Computer literate. (ii) Knowledge of Computer MS Office (Speed 12000 key depression per hour). (iii) Basic knowledge of accounting.
(e)	Group 'D' Staff – Lab Attendant, Peon, Ayah, Gardner, Safai Karamchari, Security Guard, Driver & Electrician.	Preferably matriculate or 10 years service for Ex-Servicemen.

2. Interested candidates can collect Application form from the school during office hours. Form can also be downloaded from our website www.apssaugor.edu.in. Only hard copy of application will be considered.

3. **Age Limit** : Maximum age for employment of Administrative Staff is 45 years, however if the individual is an ESM the maximum age shall be upto 55 years.

4. **Salary** : As per AWES Rules & Regulations.

5. **Last date for submission of application form** alongwith photocopies of all certificates and application fee of Rs 100/- is **23 Mar 2022**. Application fee can be paid through ATM card at the school.

6. **Tentative Date & time of interview** : **26 Mar 2022**, at 0800 hrs onwards

Principal
Army Public School, Saugar Cantt