



ARMY PUBLIC SCHOOL, CANTT SAGAR 470001(MP)
(Affiliated to CBSE, School No 54009, Affiliation No 1080002)
Website: www.apssaugor.edu.in Email – apssaugor@awesindia.edu.in, Mob No
7648833102

REQUIREMENT OF A HEADMASTER / HEADMISTRESS **ON REGULAR BASIS**

Selection Criteria : Based on Qualifications, Computer Literacy, Experience and Panel Interview (only short-listed candidates based on their Bio-data will be invited).

Qualification & Experience (on the date of applying for the post) :-

- Graduate in any specialization with minimum 50% marks in each and overall aggregate.
- B.Ed/M.Ed /B.El.Ed/ Two year Diploma in Elementary Education.
- Minimum 08 years of teaching experience with at least 05 years as PRT in a CBSE recognized school.
- Age as on 31st Mar 2024- Max 55 Years and 57 Years for ESM/teacher from the same school.
- Qualified in CTET (AWES OST is not mandatory).
- IT /Computer literate.
- Teachers from the same school who will fulfill the min QR as laid down above would be preferred.

Pay & Allowance : As per AWES norms.

Special preference will be given to 'WAR WIDOW' / 'VEER NARI'.

How to apply -

Application form is available on the school website www.apssaugor.edu.in.

Step -I To fill basic details in Google form and pay Rs 100/- online(non refundable). **Step-II** To fill Application form (available on the website) and to submit duly filled Application form with photocopy of all documents by hand or by post in APS Sagar (MP). Incomplete application form will not be considered. Last date of submission of application form is **11 Mar 2024** by 1500 hrs at Army Public School Sagar (MP).

Principal



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Principal

STEP 1 – GOOGLE LINK AS BELOW



<https://docs.google.com/forms/d/e/1FAIpQLScWaHNcDORvMxWNL-Drq6VbSsb06Gctes0MazerfWLoow0RWA/viewform>

STEP 2 – APPLICATION FORM AS BELOW



ARMY PUBLIC SCHOOL, SAGAR (MP)
APPLICATION FOR TEACHING STAFF

Please paste
recent
passport size
color
Photograph
Do not staple

Application for the post of **(Headmaster / Headmistress)** :- _____

1. PERSONAL DATA :-

- (a) Name in full (Block letters) : _____
- (b) Son/Daughter/Wife of : _____
- (c) Date of Birth : _____
- (d) Nationality : _____
- (e) State : _____
- (f) Address : _____

- (g) Contact Details: -Landline No (with STD Code) : _____
Mob No : _____
Email ID : _____

2. PRESENT /PREVIOUS OCCUPATION :-

- (a) Designation of Post : _____
- (b) Name and Address of Institution/Organization : _____
- (c) Designation of superior In charge : _____
- (d) Contact No of superior(for verification if need be) : _____
- (e) Period of notice you will have to give, if selected? : _____
- (f) What salary are you drawing? : _____

3. FAMILY LIFE :-

- (a) Marital status Single/Married/Widowed
- (b) If married/widowed Name & occupation of spouse
No of children with age & sex

4. EDUCATIONAL RECORDS :- (School, College or University) (Give details of all exams)

	Examination	Marks Obtained	%	Division	Year of passing	Subjects taken	Name of University/ Board/Institute
Graduation B.A./B.Sc/B.Com etc							
Post-Graduation M.A./M.Sc/M.Com etc							
Professional Degree- B.Ed/M..Ed/B.El.Ed/2Yrs D.El.Ed							
Other							

Graduation/Post Graduation through correspondence or regular _____

5. Have you cleared CSB: _____ (Date) CTET/STET: _____ (Date)
6. Name of classes you would prefer to teach with subjects:-
 (a) Classes _____ (b) subjects _____
7. Training in NCC, scouting, Music/Art, Dramatics or other such activities, Give rank, status/proficiency achieved _____
8. Merit Scholarship won? If so what? _____
9. Languages you can read write and speak fluently.
 (a) _____ (b) _____ (c) _____
10. Any books/articles written? If so, give their titles/ Magazines in which published?

11. **EXPERIENCE:**

Fill the particulars in chronological order starting with your appointment (if there is not enough space attach a separate sheet).

Experience as PGT year (Exact dates to be indicated)		School/College	Subject taught	Classes taught	No of pupils taken	Total Exp in yrs
From	To					
Experience as TGT year (Exact dates to be indicated)		School/College	Subject taught	Classes taught	No of pupils taken	Total Exp in yrs
From	To					
Experience as PRT year (Exact dates to be indicated)		School/College	Subject taught	Classes taught	No of pupils taken	Total Exp in yrs
From	To					

Include any other post held which are relevant to the field of Education

12. **APTITUDE:**

- (a) Subject(s) which you enjoy teaching most? _____
- (b) Other area (Cultural activities): _____

13. Can you take indoor/outdoor games with boys and girls?

Indoor Boys: _____ Outdoor Boys: _____

Girls: _____ Girls: _____

Which major games do you play? _____

14. **HEALTH:**

(a) What kind of health do you keep? _____

(c) Do you need any medical treatment for the disease you are suffering from _____

(d) Are you differently abled? Give details _____

15. **CO-CURRICULAR ACTIVITIES/GAMES AND SPORTS**

What co-curricular activities can you teach? _____

16. **COMPUTER KNOWLEDGE** (Separate sheet can be att.)

(a) Have you done any degree/diploma in computer give details:

(b) Any experience on working on computer Details.

(c) Do you own a personal Laptop, if yes give details:

(d) Your knowledge of computer hardware :

17. **OTHER ACTIVITIES**

(a) In answering please indicate personal characteristics, interests and aspirations you have which you believe will be valuable to this institution:

(i) _____

(ii) _____

18. Give names of two references, which should know you well personally and have an Intimate knowledge of your work (not relatives)

(a) Name: _____ (b) Name _____

Address _____ Address: _____

19. I have / have not been selected at the CSB Interviews held at _____ on _____ and I have been /have not been selected for appointment at _____.

AGREEMENT:

20. If appointed:-

(a) I agree to abide by the AWES Rule and Regulation for Army Public Schools.

(b) I undertake to serve the school till the end of the final term, i.e. upto the finalization of the results of the class taught or a period specified/ fixed by the management.

(c) I confirm that I am aware that my services would be liable to transfer in organizational interest at the discretion of the management.

(d) I solemnly state the all the above particulars/statements are true to the best of my knowledge and belief.

Date _____

(Signature of applicant)

POINTS TO BE REMEMBER WHILE FILLING APPLICATION FORM

- 01) Mention application post with subject as per current advertisement.
- 02) Mention mobile no & active E-mail ID.
- 03) Enclosed copy of documents in the following order :-
 - **10th** mark sheet.
 - **12th** mark sheet.
 - **Graduation** – B.A/B.Com/B.Sc etc with subject (final yr mark sheet only).
 - **Post-Graduation** – MA/M.Com/M.Sc with subject (final yr mark sheet only).
 - **B.Ed/M.Ed/B.El.Ed/2 years D.El.Ed** (final yr mark sheet only).
 - **CTET / STET** certificate copy.
 - **AWES** – Online screening test (OST) certificate copy (if any).
 - Copy of all Experience certificates (if any).
 - DCA / PGDCA (if any).
 - Copy of Aadhar card.
 - Print out of online payment receipt of Rs 100/- (One hundred only).
- 04) Signature of the applicant with current date.