

ARMY PUBLIC SCHOOL

NEHRU ROAD, LUCKNOW CANTT

Phone No. 9695266858 / 7752810553

Email- apsnehruroadlucknow@gmail.com

School Website : www.apsnrlucknow.org

LOCAL SELECTION BOARD: ADM STAFF

AT ARMY PUBLIC SCHOOL NEHRU ROAD LUCKNOW

Army Public School, Nehru Road Lucknow requires 01 x Upper Division Clerk (UDC), 03 x Lower Division Clerk (LDC), 01 x Nursing Assistant, 02 x Group D (Electrician and MTS- Female) on fixed term basis for 03 years. For more details please refer to our website at <https://www.apsnrlucknow.org> or contact school on 9695266858/7752810553 for any query.

Principal APS Nehru Road

Advertisement

Army Public School, Nehru Road, Lucknow Cantt

REQUIRES FOLLOWING STAFF ON FIXED TERM APPOINTMENTS (3 YEARS):-

<u>Designation & Tentative vacancies</u>	<u>Qualification & Experience</u>	<u>Pay & Allowances</u>
Upper Division Clerk (UDC) (Fixed Term)	(a) B. Com. or 15 years of service as a clerk (for Ex-servicemen). Computer literate (MS Office, Tally etc.) (b) Computer Savvy (Speed 12000 key depression per hour). Knowledge of relevant software applications used by schools. (c) 5 years experience as a clerk or an accounts clerk in a reputed organization; preferably a school.	Rs 17,408/- per month CTC (consolidated) as per AWES Rules & Regulations. Tuition Fee exempted for the two wards. Salary negotiable based on the experience as per the AWES guidelines.
Lower Division Clerk (LDC) (Fixed Term)	(a) Graduate or 10 years of service as a clerk (Ex-servicemen). Computer literate. (b) Knowledge of computer MS Office (Speed 12000 key depression per hour). (c) Basic knowledge of accounting. (d) Preference will be given to the candidates of account background.	Rs 16,128/- per month CTC (consolidated) as per AWES Rules & Regulations. Tuition Fee exempted for the two wards. Salary negotiable based on the experience as per the AWES guidelines.
Nursing Assistant (Fixed Term)	(a) 10+2 and diploma in Nursing with minimum five years of experience. A male ESM will be given preference. (b) Staying inside the campus in the accommodation provided is compulsory.	Rs 16,128/- per month CTC (consolidated) as per AWES Rules & Regulations. Tuition Fee exempted. Salary negotiable based on the experience as per the AWES guidelines.
Group D (Electrician) (Fixed Term)	(a) ITI Diploma or equivalent or 15 years job experience as Electrician. (b) Staying inside the campus in the accommodation provided is compulsory.	Rs 12,480/- per month CTC (consolidated) as per AWES Rules & Regulations. Tuition Fee exempted for the two wards. Salary negotiable based on the experience as per the AWES guidelines.
Group D (MTS- Female) (Fixed Term)	Preferably matriculate.	Rs 12,480/- per month CTC (consolidated) as per AWES Rules & Regulations. Tuition Fee exempted for the two wards. Salary negotiable based on the experience as per the AWES guidelines.

General Instructions

- (a) Candidates to apply as per application format available in the School website www.apsnrlucknow.org along with this notice and submit the application along with a DD for Rs. 100/- (non-refundable) in favour of Principal, Army Public School, Nehru Road, Lucknow), photocopies of testimonials, experience certificates(if any) **by Speed Post / By Hand** so as to reach **Office of the Chairman, APS, Nehru Road, Lucknow C/o HQ 71 Mtn Bde, Pin -908071, C/o 56 APO by 23 Nov 2023 (upto 1400 hrs)**. **Application received after this date will not be considered.**
- (b) Application form can be obtained from School Main Office or downloaded through School website
- (c) **Age** – Below 55 years for Civilians and ESM – 57 years as on date of assumption of appointment.
- (d) Selection Criteria: Candidates will be shortlisted based on qualification and experience. A written/computer proficiency Test for UDC/LDC/NA and Skill Test for Group D (MTS-Female and Electrician) will be conducted.
- (e) Interview is likely to be held in **Nov/Dec 2023**. Exact schedule of Interview and other details shall be intimated through email or telephone. Same will also be uploaded on School Website - www.apsnrlucknow.org. No separate call letters will be sent to candidates.
- (f) The School Management reserves all right of selection/rejection based on QR/Experience/Merit.
- (g) It may be noted that Army Public School, Nehru Road, Lucknow comes under the category of Unaided Private Educational Institution. Therefore, services in the School will be of private service.

QUERIES, IF ANY, MAY BE CLARIFIED ON TELE- 9695266858/7752810553
OR EMAIL -apsnehroroadlucknow@gmail.com

NO TA/ DA ADMISSIBLE FOR YOUR JOURNEY EITHER WAY