

ARMY PUBLIC SCHOOL, FEROZEPUR (Pb)-152001
Civil Tele No 01632-246209, Mob 9876148209 and Army Tele No 5061
www.apsferozepur.com
REQUIREMENT- NON – TEACHING STAFF ON FIXED TERM BASIS
LOCAL SCREENING BOARD -III : 2022-23

Sr.	Post	Subjects
1	Accountant	* Commerce graduate or fifteen years service as a clerk in the Defence Services. * Basic computer application course of Army/Diploma in computer Applications of not less than one year duration. Knowledge of double entry system of accounting, excel sheet and accounting software. * Minimum 5 years experience as an Accounts clerk in the Defence Services/Reputed organization
2	UDC	* B.Com or fifteen years of service as a clerk (for Ex – Servicemen). Computer literate (MS Office, Tally etc). * Computer Savvy (12000 Key depression per hour). * Knowledge of relevant software application used by Schools. * 5 Years as a clerk or an accounts clerk in a reputed organization, preferably a school.
3	Science Lab Attendant	* 10+2 with Science and should be computer literate.

* All candidates will be tested for Computer proficiency for all posts. Accountant will be tested related to subject before interview.

* Only short listed candidates will be called for interview. Salary as per School Rules.

* School Management reserves the right to increase/decrease/ cancel any appointment without assigning any reasons. Notwithstanding qualification sighted above, selection will be based on merit as judged by the board during the interview.

* Application received through E-mail will not be accepted.

* TA/DA will not be admissible for interview.

How to Apply ? Application form available in the school office for Rs 100/- in cash. Same may also be downloaded from the school website. Complete application form (with requisite fee, through Demand Draft in favour of 'Principal, **APS Ferozepur**' payable at Ferozepur only) to reach the school office by **12 Sep 2022**.

Army Public School, Near Army Recruiting Office, Ferozepur Cantt- 152001.
(Visit us at www.apsferozepur.com)

Sd/-Principal