

**ARMY PUBLIC SCHOOL UDHAMPUR (J&K)**  
**OFFICIAL MOBILE NUMBER : 9596881756**

**Website : [www.apsudhampur.org](http://www.apsudhampur.org):E-mail ID: [apsudhampur@gmail.com](mailto:apsudhampur@gmail.com)**

**RECRUITMENT OF TEACHING, NON TEACHING & ADMINISTRATIVE STAFF ON**  
**CONTRACTUAL BASIS FOR ARMY PUBLIC SCHOOL UDHAMPUR**  
**ACADEMIC SESSION 2019-20**

1. Army Public School Udhampur (J&K) is holding Local Selection Board (LSB) for the selection of Contractual Teaching, Non Teaching & Administrative Staff. Details are as under :-

Ser No	Post	Subjects
<b>TEACHING STAFF</b>		
(a)	PGTs	English, Mathematics, Home Science, Physics, Political Science, Physical Education, Chemistry, Psychology, Commerce and Sociology.
(b)	TGTs	English, Science, Social Science, Mathematics, Computer Science and Special Educator.
(c)	PRTs	PRTs (General), PRTs (Art & Craft) and PRT (PET).
<b>NON TEACHING STAFF &amp; ADMINISTRATIVE STAFF</b>		
Librarian, Supervisor Administration, Head Clerk, Peon, Driver and Chowkidar.		

2. **Qualifications (Teaching Staff).** As per CBSE By Laws. Minimum Academic Qualification scores have been fixed at 50%. Subjects in which B.Ed is not conducted, the qualifications laid down by CBSE Affiliation Bye Laws 2018 Chapter V read in conjunction with Appendix VII and prevalent NCTE rules shall be applied.

(a) **PGTs.** Must be a **post graduate with the subject in which appointment is sought and** qualified in **B Ed** with minimum **50% marks in each.**

(b) **TGTs.** **Graduation with B Ed** and equivalent with minimum **50% marks in each.** In case a candidate has not scored 50% marks in graduation but has qualified as a post graduate with the same main subject and scored 50% or more marks in PG, the candidature shall be valid.

(c) **PRTs.** **Graduates with 2 yrs Diploma in Elementary Education (D.E.Ed) / B Ed** with minimum **50% marks in each.** Should have qualified in Part A of the Screening Exam. The candidate who is qualified in B.Ed and not D.E. Ed would have to undergo a six month bridge course in elementary education from an institution recognized by the NCTE within 2 years of such appointment as PRT.

(d) **CSB.** Should be CSB Qualified for PGT, TGT & PRT.

(e) **CTET/TET.** CTET/TET would not be considered mandatory for initial engagement as PRTs & TGTs. However, those recruited would be required to pass the same within their probation term. They shall be given one year/chances to clear the CTET.

(f) **Age Criteria.** Fresh candidates below the age of 40 years and experienced candidates (min 05 years of teaching experience in the last 10 years) below the age of 57 years (including ex-service personnel) can apply.

3. **Qualifications (Non Teaching & Administrative Staff).**

(a) **Librarian.** B Lib/ M Lib or equivalent degree from any recognized university and computer literate. Age- Below 40 years for civilians and 52 years for ESM. Medically fit as SHAPE-1

(b) **Supervisor Administration.**

- (i) ESM GD category (JCO upto the age of 55 years.
- (ii) Medically fit (Preferably SHAPE – I).
- (iii) 5-10 years experience in man Management.
- (iv) Computer Savy.
- (v) Minimum Graduate in case of civilian.
- (vi) Should not have any disciplinary case against him in entire service.

(c) **Head Clerk.**

- (i) ESM Clerk category (JCO/OR) upto the age of 55 years.
- (ii) Medically fit (Preferably SHAPE – I).
- (iii) 5-10 years experience in Office Management, account handling as Head Clerk with high proficiency in staff duties and drafting experience.
- (iv) Computer Savy – MS Office and Excel.
- (v) Minimum Graduate in case of civilian.
- (vi) Should not have any disciplinary case against him in entire service.

(d) **Driver.** Preferably Matriculate or 10 years service for ESM. PSV Driving Lincence is Mandatory and medically fit as SHAPE -1. (Age below 40 for civilian and 52 for ESM).

(e) **Peon & Chowkidar.** Preferably Matriculate or 10 years servce for ESM. Medically fit as SHAPE-1 (Age Below 40 for civilian and 52 for ESM).


4. Please apply on format given on school's website along with attested copies of certificates and processing fee of Rs 100/- to the Principal APS Udhampur on or before **11 Feb 2019**. Bank Draft should be in favour of APS Udhampur, payable at Udhampur. Incomplete applications and not as per format will not be considered.

5. **Interview.** Interview will be conducted at APS Udhampur on **18 Feb 2019** onwards. Shortlisted candidates will be called for interview telephonically.

6. **Salary.** As per AWES norms.

7. **Concession for Widows of Battle Casualties/Battle Accident and Wives of Disabled Army Pers who were boarded out with 100% Disability.** Following concessions are extended to the above categories:-

- (a) **May be appointed as a PRT without B.Ed/D.E.Ed qualification and CSB Score Card. Min 50 percent marks are mandatory in graduation or higher level of education.**
- (b) Maximum entry age for those who have no teaching experience will be 45 years instead of 40 years.
- (c) Maximum entry age for those who have 5 years teaching experience within the past ten years will be 57 years.
- (d) They shall have to gain the required qualifications as laid down by CBSE/NCTE within three years failing which the appointment shall be terminated.

  
(Sanjeev Kumar)  
Principal  
Army Public School Udhampur

Dated : 11 Jan 2019

**ARMY PUBLIC SCHOOLS**  
**APPLICATION FOR TEACHING STAFF**

(TOTAL PAGES OF APPLICATION – 04 (FOUR))

Application form for the post of \_\_\_\_\_

School where you would like to work \_\_\_\_\_

Please paste  
recent  
passport size  
colour  
photograph  
(Do not staple)

1. **PERSONAL DATA.**

- (a) Name in Full (Block Letters) : \_\_\_\_\_
- (b) Son/Daughter/Wife of : \_\_\_\_\_
- (c) Date of Birth & Age : \_\_\_\_\_ (\_\_\_\_ Years & \_\_\_\_ Months)

**As on 01 Apr, the age of the candidate should be :-**

- (i) **Fresh Candidates (No Experience)** - Below **40** years.  
(ii) **Experience Candidates** - Below **57** Years (having min  
**05** years of teaching experience in the last **10** years incl ESM)

- (d) Nationality : \_\_\_\_\_
- (e) Present/Correspondence Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- (f) Permanent Home Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- (g) Registered Mob No & Landline No : \_\_\_\_\_
- (h) Registered Mail ID : \_\_\_\_\_
- (j) Adhar Card No : \_\_\_\_\_
- (k) PAN Card No : \_\_\_\_\_
- (l) Religion/Cast : \_\_\_\_\_
- (m) Blood Group : \_\_\_\_\_

2. **PRESENT/PREVIOUS OCCUPATION.**

- (a) Designation of the Post : \_\_\_\_\_
- (b) Name and Address of Institute/Organisation \_\_\_\_\_
- (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 : \_\_\_\_\_



Experience <b>as TGT</b> (Exact date, month & year to be indicated)		School/College	Subject taught	Classes taught	No of pupils taken	Total Experience	
From	To					Years	Months
Experience <b>as PRT</b> (Exact date, month & year to be indicated)		School/College	Subject taught	Classes taught	No of pupils taken	Total Experience	
From	To					Years	Months

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. (a) Can you take indoor/outdoor games with boys and girls?

Indoor Boys : \_\_\_\_\_ Outdoor Boys: \_\_\_\_\_

Girls : \_\_\_\_\_ Girls: \_\_\_\_\_

(b) Which major games do you play ? \_\_\_\_\_

14. **HEALTH :**

(a) What kind of health do you keep? \_\_\_\_\_

(b) Do you need any medical treatment/assistance for the disease you are suffering from \_\_\_\_\_

(c) 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 attached).

- (a) Have you done any degree/Diploma in Computer give details : \_\_\_\_\_
- (b) Any Experience on working on computer give details : \_\_\_\_\_
- (c) Do you own a personal Laptop, if yes give details : \_\_\_\_\_
- (d) Your knowledge of computer hardware : \_\_\_\_\_

17. **OTHER ACTIVITIES** :

- (a) Membership and office in professional Associations : \_\_\_\_\_
- (b) Participation in committees, activities clubs and organisations. : \_\_\_\_\_
- (c) What are reasons to take up teaching as profession : \_\_\_\_\_
- (d) 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):-

- |                |                |
|----------------|----------------|
| (b) Name _____ | (b) Name _____ |
| 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 \_\_\_\_\_

20. **Agreement (If appointed):-**

- (a) I agree to abide by the AWES Rules and Regulations for Army Public Schools.
- (b) I undertake to serve the school till the end of the final term, ie upto the finalization of the results of the class thought 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.

Dated .....

(Signature of Applicant)

Name \_\_\_\_\_

### **INSTRUCTIONS TO CANDIDATES**

- Please download and print the Application Form if required.
- Fill **one application for one post** only. If candidate applies for more than one post a separate application for each post is required.
- All details mentioned in the application form are mandatory. Fill up in Block Capitals where applicable.
- Past **one recent coloured passport** size photographs on the form (**Do not staple**).
- Send DD for Rs 100/- In favour of Principal APS Udhampur payable at Udhampur (J&K).