

ARMY PUBLIC SCHOOL RATNUCHAK
REQUIRE STAFF FOR FIXED TERM /ADHOC/PART TIME/PANEL/CASUAL
BASIS THROUGH LSB : SESSION 2023-24

Anticipated Vacancies	Essential Qualifications
PGTs Biology, Maths, Physics, Psychology, Pol Sc* & Home Sc	Post Graduate (with the subject in which employment is sought), with B Ed and 50% marks in each. Persons qualified in Online Screening Exam conducted by AWES will be preferred. *For PGT Pol Sc, MA Pol Sc & B Ed and Graduation (with any two subjects: Pol Sc, Eco, Geog, History) would be preferred.
TGTs English, Hindi, Maths Sanskrit (Panel).	Graduate with B.Ed and equivalent with minimum 50% marks in each. In case a candidate has not scored 50% marks in graduation but has done post graduation with the same main subject and scored 50% or more marks in PG, the candidature shall be valid. Should have passed online Screening Exam conducted by AWES and should be in possession of a valid Score Card. Should be CTET/TET qualified with 60% marks.
TGT Science	For Physics (Degree in physics) – BSc (PCM) & B Ed (Physical Science Group from RIE, NCERT. For Chemistry (Degree in Chem) – BSc (PCB) & B Ed (Biological Science Group) RIE, NCERT. For Biology (Degree in Botany & Zoology) – BSc (PCB/Biotech) & B Ed (Biological Science Group, RIE, NCERT. Should have passed online Screening Exam conducted by AWES and should be in possession of a valid Score Card. Should be CTET/TET qualified with 60% marks.
IGT Social Science	Graduate (with any two subjects : Geography, History , Pol Science, Economics) with B.Ed & equivalent with minimum 50% marks in each. In case a candidate has not scored 50% marks in graduation but has done post graduation with the same main subject and scored 50% or more marks in PG, the candidature shall be valid. For Fixed Term appt. Candidate should have passed online Screening Exam conducted by AWES and should be in possession of a valid Score Card. Should be CTET/TET qualified with 60% marks.
IGT Health and wellness(Panel)	Graduate in Psychology along with certificate/ Diploma in counselling. Minimum experience of 3 years as wellness teacher/ counsellor.
IGT - Cmptr Sc	BCA or Graduation in Computer Science or BE/B.Tech (Computer Science/IT) or Graduation in any subject and A level from DOEACC, Min of Info & Comn & Technology, GOI & B.Ed
PRTs & Cmptr Sc Teacher*	Graduate with 2 years Diploma in Elementary Education DE Ed & B.Ed. with Minimum 50% marks in each. Should have qualified in Part A of the Screening Exam. Should be in possession of a valid score card. The candidate who has qualified B.Ed. and not DEEd would have to undergo a six-month bridge course in elementary Education from an institution recognized by the NCTE within the period of two years. Should be CTET/TET qualified with 60% marks. A post graduate with less than 50% aggregate marks in Graduation can also apply for the post of a PRT provided the candidate has scored a minimum of 50% or more aggregate marks in post graduation. *Cmptr Sc Teacher. B.Tech in Cmptr.Sc/B.Sc in Computer Science with B.Ed from a recognized University/ Institute. have passed online Screening Exam conducted by AWES and should be in possession of a valid Score Card. Should be CTET/TET qualified with 60% marks.

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<u>ACTIVITY TEACHERS</u>	
Music Teacher (PRT)	(Vocal & Proficiency in playing two instruments) Bachelor degree in Music or its equivalent from a recognized University/ Institute
Karate/Self Defence/Yoga	Graduate with B.Ed.and Minimum 03 years experience in the field of training school children.
Special Educator (PRT)	Graduation with B Ed (Spl Edu) or B Ed General with one year diploma in special education.
<u>Head Clerk</u> <u>Age:</u> Below 55 Yrs	Preferably an Ex-Serviceman of clerk category. 5-10 years experience in Office Management, account handling as Head Clerk with high proficiency in staff duties and drafting experience. Computer Savvy – MS Office. Etc. Should not have any disciplinary case against him in the entire service.
<u>Acct Clk</u> <u>Age:</u> Below 55 Yrs	Preferably an Ex-Serviceman of clerk category. B Com or fifteen years of service. Computer literate (MS Office, Tally etc.) Knowledge of relevant software applications used by Schools. 5 years experience as a clerk or an accounts clerk in a reputed organization; preferably a school.
<u>Receptionist</u> <u>Age :</u> Below 55 yrs	Graduate. Computer literate. Knowledge of Computer MS Office and Good communication skills.
<u>Computer Lab Tech</u>	Min 10+2 with one year diploma in Computer Science and knowledge of hardware, peripheral and networking
<u>IT Supervisor</u>	Advance Diploma or diploma in Computing & Hardware with knowledge in at least two of the following: (a) Networking & LAN Administration (b) Operating System (c) RDBMS with programming. Proficiency in one language
<u>Science Lab Attd cum MTS</u>	10+2 with science (PCB/PCM).and computer literate.

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<u>Driver cum Multitasking Staff</u>	Preferably matriculate or 10 years service for Ex-serviceman with driving license for LMV.
<u>Horse Care Taker (HCT)</u>	Preferably matriculate or 10 years service for ESM. Should be retired from RVC/61 CAV.
<u>Outsourcing Staff/ *Daily Wagers.</u>	Hiring of contractor for housekeeping staff *Mali, Housekeeping, Carpenter, Plumber & Electrician.
<u>Coaches (Part Time)- Football, Table Tennis, Badminton & Basketball</u>	Min three yrs of experience in coaching of school children.
<u>Expert Faculty</u> for Maths, Physics, Biology, Chemistry, Accounts, Economics, Pol Sc & Psychology on full time/part time basis are required to provide extra guidance to the students of class X and XII. Qualification: Post Graduation/PhD in the subject with minimum three years of teaching/professional teaching experience	
Age : - As on 01 Apr 2023 should be below 40 years for fresh candidates and for experienced candidates (minimum 5 years of teaching experience in the last 10 years) below the age of 57 years including ESM.	
<u>Salary.</u> (a) For teachers & Adm Staff salary as per rule. (b) Outsource/ Daily wagers as per Nerrick rates on per day basis.	

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Interested candidates may download application form and deposit the same duly filled along with copies of relevant certificates including experience certificates to school office by 23 Jan 2023. Candidates can download application from the school web site www.apsratnuchak.com wef 09 Jan 2023. The school reserves the right to fill any or none of the posts given above. No TA/DA will be admissible for written test and subsequent interview. Candidates would be intimated about the dates of written exam and interview on their e-mail ID/SMS (e-mail ID & mobile no are compulsory and should be active). No form will be entertained through e-mail. For any queries contact on **Tele: 0191- 2484690, Mob: 9070142114.**

Note :

1. Education qualification as per NCTE rules and CBSE Bye Laws for all the posts.
2. (a) Candidates having OST passed Score card and CTET/ TET qualified with 60 % marks can apply for Fixed Term appointment as per Vacancy.
(b) The candidate should have served in any CBSE Recognised School within three years of passing the OST.
(c) The candidate should have served at the level i.e., PGT/TGT/PRT for which the score card made the candidate eligible for employment in an APS.
(d) The employment so taken up should be unbroken service of at least nine continuous months of an academic session.
3. Non OST Score card holders and Non CTET/TET can apply for adhoc appointment only.
4. Latest Medical Fitness certificate by Govt certified Medical Practitioners along with Character Certificate by Govt. Gazetted officer to be attached with the application Form.
5. Certificate / Self declarations for Non involvement in any legal /Criminal/ disciplinary case is reqd (If selected for appointed).
6. No School employee's reference to be mentioned while filling up of the application form.
7. Any Column left blank in the application form will lead to rejection of the form. Column not applicable should be stricken off.
8. Appearing in Interview does not reserve right for appointment against the posts as few posts are advertised in anticipation keeping in view requirement for the whole year.
9. All semester/year marksheets to be attached with application form.
10. **A demand Draft of Rs 100/- (Rupees one hundred only) in favour of Army Public School Ratnuchak payable at Ratnuchak should be attached with the application form. One form would be used for one post only.**

**Sd/- x x x x x
Principal**