

ARMY PUBLIC SCHOOL, KOTA
Mala Road, Kota – 324001
(An English Medium Co-Education School)

REQUIRES

1. Application for the post of **PGTs**- Pol Science, Chemistry, **TGTs**- Math, Science, SST, Hindi, English, Computer Science, Special Educator, Counsellor, Librarian, **PRTs**, PRT, Dance Teacher (PRT), PET(PRT), Music Teacher (PRT), **Others Post** :- Head Clerk, Accountant, LDC, Nursing Assistant (Female), Science Lab Attendant, Adm Supervisor, Receptionist, Computer Lab Technician are invited from aspiring candidates.

2. Qualification. The requisite qualifications are:-

Ser	POST		QUALIFICATION	Age
(a)	PGT	Adhoc	Post Graduate with the subject in which appointment is sought and qualified in B Ed with minimum 50% marks in each.	Fresh candidates- below 40 years as on 01 Apr 2020. Experienced candidates below 57 years (should have minimum 5 years teaching experience in the last 10 years)
(b)	TGT	Adhoc/ Fixed Term	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)	PRT	Adhoc/ Fixed Term	Graduates with 2 yrs Diploma in elementary education (D.E.Ed) / B.Ed with minimum 50% marks in each. 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)	TGT (Comp Sc)	Adhoc	B Tech in Computer Science/B Sc in Computer Science with one year post Graduate Diploma in Computer Science from University or recognized Institution.	
(e)	Head Clerk	Regular	(a) Preferably an Ex-Serviceman of clerk category upto age of 55 years. (b) 5-10 years experience in Office Management, account handling as Head Clerk with high proficiency in staff duties and drafting experience. (c) Computer Savvy-MS office etc. (d) Educational Qualification- Minimum Graduation in case of civilian. (e) Should not have any disciplinary case against him in the entire service.	
(f)	Accountant	Regular	(a) Commerce Graduate or fifteen years service as a clerk in the Defence Services. (b) 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. (c) Minimum 5 years experience as an Accounts Clerk in the Defence Services/reputed organization.	
(g)	LDC	Adhoc	(a) Graduate or ten years of service as a clerk (for Ex-Servicemen). Computer literate. (b) Knowledge of Computer MS Office (Speed 12000 key depression per hour) (c) Basic knowledge of accounting.	
(h)	Adm Supervisor	Adhoc	Preferably Retd Army JCO with minimum qualification of graduation.	
(j)	Receptionist	Adhoc	(a) Graduate or ten years of service as a clerk (for Ex-Servicemen). Computer literate. (b) Knowledge of Computer MS Office (Speed 12000 key depression per hour) (c) Basic knowledge of accounting. (d) Good communication skills.	

Ser No	Post		Qualification
(k)	Counselor	Adhoc	Graduate with Psychology with a certificate or Diploma in Counseling with minimum experience of three years as Wellness Teacher/Counsellor.(Graduate in Psychology or a Graduate with diploma in Psychology in schools where Psychology is taught as a subject at 10 +2 level.
(l)	Dance Teacher	Adhoc	1. Senior secondary school certificate with 50% marks or intermediate with 50% marks or its equivalent and bachelor degree in dance or equivalent from a recognized university. 2. Competence to teach though English/Hindi medium Desirable: knowledge of computer applications. Note: For the post of primary teacher (dance) the candidates who have obtained diploma in dance are not eligible to apply.
(m)	Music Teacher	Adhoc	1. Senior secondary school certificate with 50% marks or intermediate with 50% marks or its equivalent and bachelor degree in music or equivalent from a recognized university. 2. Competence to teach though English/hindi medium Desirable: knowledge of computer applications. Note: For the post of primary teacher (music) the candidates who have obtained diploma in music are not eligible to apply.
(n)	Computer Laboratory Technician	Adhoc	Minimum 10+2 with one year Diploma in Computer Science and knowledge of Hardware, Peripheral and Networking.
(o)	PET	Adhoc	Graduate in Physical Education or B.PEd.
(p)	Special Educator	Adhoc	Graduation with B Ed (Special Education) or B Ed General with one year Diploma in Special Education.
(q)	Staff Nurse (Para – Medics)	Adhoc	10+2 and Diploma in nursing with minimum five years of experience
(r)	Science Laboratory Attendant	Adhoc	10+2 with Science and Computer literate
(s)	Librarian	Adhoc	B Lib Science or Graduate with diploma in Library Science from a recognized institute and computer literate with minimum three years experience
CSB Score card holders would be preferred.			

Application forms are available at school website www.apskota.in. Forms are also available in school office on payment of Rs. 200/-. Application in prescribed format along with attested copies of mark sheets & testimonials with one recent photograph and contact No (Land line and Mobile) may be submitted in a sealed envelope super scribed at the top **Post Applied** latest by 1000 hrs, **06 March 2020**, along with Demand Draft of Rs 200/- (If application downloaded and being sent by post) in favor of Army Public School Kota. Only shortlisted candidates will be called for interview. Date of interview will be intimated later.

Principal, APS Kota