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ARMY PUBLIC SCHOOL MISSAMARI

E-mail : apsm.recruitment@gmail.com, Website : www.apsmmissamari.co.in

1. Application are being invited for selection of teachers & staff for Term Contract /Adhoc/Casual or Part-time appointment for the post as listed under:-

Ser	Name of Post	Qualification
(i)	TGT (English, Math, Sci, Sanskrit, Hindi, Social Sci, PET, Computer)	Graduate/ Post Graduate (with the subject in which employment is sought) with B Ed and equivalent with minimum 50% marks in each. CTET/TET qualified with 60% Marks.
(ii)	TGT (Computer)	B Tech in Computer Sci/ B Sc in Computer Sci/ B Sc with one year post graduate diploma in computer science from University or recognized institutions.
(iii)	TGT (PET)	Graduate in Physical Education or B P Ed or D P Ed awarded by a recognized University/ Institution after training of minimum one academic session.
(iv)	Primary Teacher (PRT)	Graduate with 2 years Diploma in Elementary Education (D. E. Ed) / B Ed with minimum 50% marks in each. CTET/TET qualified with 60% Marks.
(v)	Music Teacher (Vocal), Art & Craft & Dance Teacher	(i) No specific qualification is laid down for activity teachers.. (ii) Knowledge / experience as assessed by the Board. (iii) Good communication skills in English is mandatory.
(vi)	Music Teacher (Instrument player)	Same as Ser (v) above
(vii)	Special Educator	Graduate with B Ed. Special Education or B Ed. General with one year Diploma in Special Education.
(viii)	Counsellor/ HWT	Graduate with Psy or graduate with a diploma in counseling with minimum experience of 03 years as counsellor /Wellness Teacher.
(ix)	Librarian	B Lib Science or Graduate with diploma in Library Science from recognized institute and Computer literate with minimum three years experience.
(x)	IT Supervisor	Should have Advance Diploma or Diploma in Computing & Hardware with knowledge in at least two of the following: (i) Networking and LAN Administration. (ii) Operating System (iii) RDBMS with programming. Proficiency in one language.
(xi)	Head Clerk	(i) Preferably an Ex-serviceman of clerk category upto the age of 55 years. (ii) 5-10 yrs experience in Office Management, account handling as Head clerk with high proficiency in staff duties and drafting experience. (iii) Computer Savvy – MS Office etc (iv) Educational Qualification- Minimum Graduate in case of Civilian. (v) Should not have any disciplinary case against him in the entire service.
(xii)	Accountant / Acct Clk	(i) Commerce Graduate or fifteen years service as a clerk in the Defence Services. (ii) 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. (iii) Minimum 5 years experience as an Accounts Clerk/Clerk in the Defence Services / reputed organization.
(xiii)	LDC	(i) Graduate or 10 years of service as a clerk (for Ex-Servicemen) & Computer literate. (ii) Knowledge of Computer MS Office (Speed 12000 key depression per hour) & Basic knowledge of accounting.
(xiv)	Para-medics	10+2 and diploma in nursing with minimum five years of experience. A female Paramedic should be given preference.
(xv)	Computer Lab Technician	10 + 2 with one year Diploma in Computer Science and knowledge of Hardware , Peripheral and Networking.
(xvi)	Science Lab Attendant	10 + 2 with Science and computer literate.
(xvii)	Multi tasking staff	Preferebly matriculate or 10 years service for ex-serviceman.
(xviii)	Carpenter	Preferebly matriculate or 10 years service for ex-serviceman.
(xix)	Electrician	Preferebly matriculate or 10 years service for ex-serviceman.
(xx)	Gardener	Preferebly matriculate or 10 years service for ex-serviceman.
(xxi)	Watch & Ward staff	Preferebly matriculate or 10 years service for ex-serviceman.

2. **Age limit:**

- (a) For fresh candidates (with no experience) below 40 years as on 01 Apr 2022.
- (b) For experienced candidates below 57 years (incl ESM) as on 01 Apr 2022.

3. **Last date** of receiving application **25 Jun 2022**

4. Application form is available on school website – www.apsmmissamari.co.in

Instructions:-

- (a) Application Form (**as per the format available on the school website**) alongwith passport size photograph, consisting of Contact No and **e-mail** ID are invited.
- (b) Application can be send via post or by e-mail with all necessary documents.
- (c) Copy of all documents (educational qualification, professional qualification and experience certificate) to be sent alongwith application form.
- (d) AWES written exam (OST/CSB) Score Card and CTET/TET also to be part of the application form for appointment of TGTs/PRTs if applicable.
- (e) Eligible candidates should bring all original documents mentioned in ser (c) & (d) of above instructions at the time of interview.
- (f) Eligible candidates should have competence to teach in English medium.
- (g) **Mailing address of application form - apsm.recruitment@gmail.com**
- (h) Only short listed eligible candidates will be called for the interview.
- (j) For more detail contact - **03714295301/ 09401903667 (Time 09.00AM to 03.00 PM on all working days)**

No: 204404/ASM/Adv

Date: 30 May 2022

Sd/- xxxxx
(Dr Ranjeeta Sharma)
Principal
APS Missamari

Copy to :

DRAFT ADVERTISEMENT
FOR LOCAL NEWS PAPER ' THE ASSAM TRIBUNE'

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1. Advertisement for Contractual, Adhoc / Casual/ Part-time appointment of teachers/ staff for APS Missamari is available on the school website

www.apsmisamari.co.in, alongwith detailed information of the vacancies. Last date for applying is **25 Jun 2022**.

2. Only short listed eligible candidates will be called for the interview. No TA/DA is admissible.

Contact details:-

Tele -03714295301,
Mob- 09401903667