## (Private Unaided School)



|  | UDC/Accounts Clerk | B.Com or fifteen years of service as a clerk (for Ex-Servicemen).Computer literate ( MS Office, Tally \& knowledge of relevant software applications used by Schools) |
| :---: | :---: | :---: |
|  | Head Clerk | Graduate. Preferably an Ex-serviceman of clerk category upto the age of 55 years. 5-10 Years' experience in office management and proficiency in staff duties. |
|  | LDC | Graduate \& ten years of service as a clerk. Preferably an Exserviceman of clerk category \& computer literate. Basic knowledge of accounting is mandatory. |
|  | Receptionist | Same as laid down for LDC, with good communication skills. |
|  | Para-medics. | $10+2$ diploma in nursing with minimum five year of experience. A female Paramedic should be given preference. |
| 2. Indicative Salary. As per AWES Rules. |  |  |
| 3. Interested candidates can collect application Form of ₹ 100/- from Army Public School, Jhansi during office hours (from 10:00 am to $\mathbf{0 2 : 0 0} \mathrm{pm}$ except Sunday \& Holidays). The application form can also be downloaded from website www.apsjhansi.com and to be submitted along with a DD of ₹ 100 /- in favour of Army Public School, Jhansi. Last date of submission of the application along with self CTC photocopies of marks sheets \& experience certificates is 15 Feb 2024. No application will be accepted thereafter. Applications will be accepted in hard copy only. |  |  |
| 4. All the original educational documents \& certificates to be carried and produced at the time of LSB Interview. |  |  |
| 5. No TA/DA will be admissible |  |  |

