



ARMY PUBLIC SCHOOL, PUNE

SOUTHERN COMMAND PUNE 411001

Tele: 020 -29990101 www.apspune.com

JOB OPPORTUNITIES FOR THE TEACHING STAFF & ADM STAFF

Sr. No.	Post & Subject	Qualification Required
1	PGTs : Chemistry, Commerce	Post Graduate in the subject and BEd with min 50% marks in each.
2	TGTs : Social Science, English, Science, Computer, Maths, Hindi	Graduate in the subject and BEd with min 50% marks in each
3	PRT : (All subjects)	Graduate with 2 yrs Dip in Elementary Edn(D.E.Ed)/BEd with min 50% marks in each.
4	Art Teacher	Graduate with drawing/painting/Art/ Fine Art, or + 2 with minimum 2 years full time Diploma from Govt recognised Institute.
5	Special Educator	Graduate with BEd (Special Edn) or BEd General with 01 year Diploma in Special Edn.
6	Pre- Primary Teachers (All subjects)	Graduate with 2 yrs Dip in Elementary Edn(D.E.Ed)/BEd with min 50% marks in each.
7	Administrative Staff	<p>(i) Accountant - Commerce Graduate or fifteen years service as a clerk in the Defence Services. Basic computer application course of Army /Dip in Computer Applications of not less than one year duration. Knowledge of double entry system of accounting, excel sheet and accounting software. Minimum 5 yrs experience as an Accounts Clerk in the Defence Services/reputed organisation.</p> <p>(ii) LDC - Graduate or ten years of service as a clerk with knowledge of Computer & Accounts. Typing speed minimum of 40 words per minute.</p> <p>(iii) Receptionist - Graduate, Knowledge of Computer and EPABX System and Good Communication skill in English.</p> <p>(iv) Science Lab Attendant - 10+2 with science and computer literate.</p> <p>(v) Driver - 10th Pass and holding a valid Heavy Motor Vehicle driving license. Minimum 5 yrs experience of driving. Maximum age 50 yrs.</p> <p>(vi) Gardener (Mali). Knowledge of upkeep of plants , lawns and gardens</p>

Eligibility:- (a) Below 40 years for fresh candidates and experienced Candidates below 57 years (Min. 5 yrs of experience in the last 10 yrs.) (b) Computer Literacy is mandatory for all the post except Driver. (c) Download Application form from school web site. (d) No Application will be accepted via email. Submit filled in Application form super scribed on the envelope mentioning the post applied for ('APPLICATION FOR THE POST OF ___') along with attested copies of documents and DD of Rs 100/- in favour of **Army Public School, Pune by post/hand** only addressed to the Principal Army Public School Pune Near Ghorpadi Market, Opp. Bank of Maharashtra, Pune 411001 on or before 31 Jul 2023. Candidates who have applied earlier need not apply again