

## Advertisement

**Army Public School, Nehru Road, Lucknow Cantt**

**REQUIRES FOLLOWING STAFF ON FIXED TERM APPOINTMENTS (3 YEARS) :-**

<b><u>Designation &amp; Tentative vacancies</u></b>	<b><u>Qualification &amp; Experience</u></b>	<b><u>Pay &amp; Allowances</u></b>
Upper Division Clerk (UDC) (Fixed Term)	(a) B. Com. or 15 years of service as a clerk (for Ex-servicemen). Computer literate (MS Office, Tally etc.) (b) Computer Savvy (Speed 12000 key depression per hour). Knowledge of relevant software applications used by schools. (c) 5 years experience as a clerk or an accounts clerk in a reputed organization; preferably a school.	Rs 17,408/- per month CTC (consolidated) as per AWES Rules & Regulations. Tuition Fee exempted for the two wards.
Lower Division Clerk (LDC) (Fixed Term)	(a) Graduate or 10 years of service as a clerk (Ex-servicemen). Computer literate. (b) Knowledge of computer MS Office (Speed 12000 key depression per hour). (c) Basic knowledge of accounting. (d) Preference will be given to the candidates of account backgrounds.	Rs 16,128/- per month CTC (consolidated) as per AWES Rules & Regulations. Tuition Fee exempted for the two wards.
Paramedics Staff (Fixed Term)	(a) 10+2 and diploma in Nursing with minimum five years of experience. (b) Staying inside the campus in the accommodation provided is compulsory.	Rs 16,128/- per month CTC (consolidated) as per AWES Rules & Regulations. Tuition Fee exempted for the two wards.
Driver (Fixed Term)	Medically fit, holder of valid Heavy Motor Vehicles Driving License, Experience of minimum 05 Years Age below 55	Rs 12,480/- per month CTC (consolidated) as per AWES Rules & Regulations. Tuition Fee exempted for the two wards.

### **General Instructions**

- (a) Candidates to apply as per application format available in the School website [along with this notice and](#) submit the application along with a DD for Rs. 100/- (non-refundable) in favour of Principal, Army Public School, Nehru Road, Lucknow), photocopies of testimonials, experience certificates (if any) **by Speed Post / By Hand** so as to reach **Army Public School, Nehru Road, Lucknow 226002 by 25 Apr 2024 (upto 1400 hrs). Application received after this date will not be considered.**
- (b) Application form can be obtained from School Main Office or downloaded through School website
- (c) **Age** – Below 55 years for Civilians and ESM – 57 years as on date of assumption of appointment.
- (d) Selection Criteria: Candidates will be shortlisted based on qualification and experience. A written/computer proficiency Test for UDC/Paramedic Staff will be conducted.
- (e) Interview is likely to be held in **Apr/May 2024**. Exact schedule of Interview and other details shall be intimated through email or telephone. Same will also be uploaded on School Website - [www.apsnrlucknow.org](http://www.apsnrlucknow.org). No separate call letters will be sent to candidates.
- (f) The School Management reserves all right of selection/rejection based on QR/Experience/Merit.
- (g) It may be noted that Army Public School, Nehru Road, Lucknow comes under the category of Unaided Private Educational Institution. Therefore, services in the School will be of private service.

QUERIES, IF ANY, MAY BE CLARIFIED ON TELE- 9695266858  
OR EMAIL -[apsnehruroadlucknow@gmail.com](mailto:apsnehruroadlucknow@gmail.com)

**NO TA/ DA ADMISSIBLE FOR YOUR JOURNEY EITHER WAY**