

## ADVERTISEMENT

### ARMY PUBLIC SCHOOL, NEHRU ROAD, LUCKNOW CANTT

#### REQUIRES FOLLOWING STAFF ON ADHOC/ FIXED TERM BASIS:-

<b><u>Designation &amp; Tentative vacancies</u></b>	<b><u>Qualification &amp; Experience</u></b>	<b><u>Pay &amp; Allowances</u></b>
<b>Non-teaching Academic staff</b>		
ATL Instructor (TGT) (Fixed term) (Vacancy – 01)	<b><u>Mandatory</u></b> (a) B.Tech/ M. Tech with electronics and electricals with 02 year experience in ATL. (b) Proficiency in teaching in English medium <b><u>Preferred</u></b> (a) Having a knowledge in the field of making and assembling of Drone. (b) Minimum One Year Experience in any reputed institution in the field of innovation/robotics/STEM/Artificial Intelligence.	For Fixed Term appointment - ₹ 35,723/- as basic pay plus allowances as per AWES Rules & Regulations.
<b>Adm Staff</b>		
Supervisor Administration (Vacancy - 01)	<b><u>Mandatory</u></b> (a) Should preferably be retired JCO/ Honorary rank having administration experience. (b) Should be age less than 55 years at the time of Joining. For ESM, it should be 57 years. (c) Should have basic knowledge of : (ca) Handling of master ledger of stores. (cb) Stores, equipment maintenance and man management (d) Mandatory to stay in School campus (attach a duly signed willingness certificate). <b><u>Preferred</u></b> (a) Should be security course qualified. (b) Adequate working knowledge in computer. (c) Should be SHAPE-I or SHAPE-II (less 'S' factor)	₹ 28,600/- per month CTC (consolidated) as per AWES Rules & Regulations.
Asst. Supervisor Administration (Adhoc) (Vacancy - 01)	<b><u>Mandatory</u></b> (a) Should preferably be retired JCO/ Honorary rank having administration experience. (b) Should be age less than 55 years at the time of Joining. For ESM, it should be 57 years. (c) Should have basic knowledge of : (ca) Handling of master ledger of stores. (cb) Stores, equipment maintenance and man management (d) Mandatory to stay in School campus (attach a duly signed willingness certificate). <b><u>Preferred</u></b> (a) Should be security course qualified. (b) Adequate working knowledge in computer. (c) Should be SHAPE-I or SHAPE-II (less 'S' factor)	₹ 25,200/- per month CTC (consolidated) as per AWES Rules & Regulations.
Lower Division Clerk (LDC) (Vacancy - 04) ( Fixed Term - 02) (Adhoc - 02)	(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) Good Communication skills.	₹ 25,200/- per month CTC (consolidated) as per AWES Rules & Regulations.
Receptionist (Vacancy - 01)	(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) Good Communication skills.	₹ 25,200/- per month CTC (consolidated) as per AWES Rules & Regulations.
Multitasking Staff (Vacancy - 04) (Male – 03) (Female – 01)	Preferably matriculate or 10 years' service for Ex- Servicemen.	₹ 19,500/- per month CTC (consolidated) as per AWES Rules & Regulations.
Driver (Vacancy -01)	(a) Preferably matriculate or 10 years' service for Ex- Servicemen. (b) Candidate must be in possession of LMV/HMV Driving License. (c) Mandatory to stay in School campus (attach a duly signed willingness certificate).	₹ 19,500/- per month CTC (consolidated) as per AWES Rules & Regulations.
<b>Hostel Staff</b>		
Hostel Warden (Boys) (Vacancy - 01)	(a) Minimum Graduate for civilian. (b) Candidate with previous experience with academic institution will be preferred. (c) In case of Ex – Servicemen, JCO will be preferred. (d) Mandatory to stay in Hostel (attach a signed willingness certificate). Preference will be given to the Ex – Servicemen.	₹ 28,600/- per month CTC (consolidated) as per AWES Rules & Regulations. Free fooding and lodging facilities in the hostel only.

Hostel Clerk (Vacancy - 01)	(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. <b><u>Duties in lieu of Hostel Warden</u></b> (i) Hostel Clerk has to perform the duties of the Hostel Warden in absence of hostel warden.	₹ 25,200/- per month CTC (consolidated) as per AWES Rules & Regulations.
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\* **Note 1**– Free Education up to two wards (Tuition fee exempted) for fixed term only.

\*\***Note 2 for Fixed term Appointments** – Probation for a period of one year which may be extended further by the appointing authority.

#### **General Instructions**

- (a) Candidates to apply as per application format available in the School website along with this notice and submit the application in a sealed envelope along with a DD for ₹ 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-226022 by 15 Dec 2025 (up to 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/AWES 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 will be conducted before Interview.
- (e) Interview is likely to be held during the month of **Dec 2025**. Exact schedule of Interview and other details shall be intimated through email or telephone. 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**

**ARMY PUBLIC SCHOOL, NEHRU ROAD LUCKNOW**  
**APPLICATION FORM**

Please paste  
recent passport  
size colour  
photograph. Do  
not staple

Application form for the post of \_\_\_\_\_

Demand Draft No \_\_\_\_\_ Bank \_\_\_\_\_

1. **PERSONAL DATA :**

(a)	Name in full (Block letters)	:	
(b)	Son/Daughter/wife of	:	
(c)	Date of Birth (DD-MM-YYY)	:	
(d)	Nationality	:	
(e)	<b>Address</b>	:	
	City	:	
	District	:	
	State	:	
	Pin Code	:	
(f)	<b>Contact details</b>	:	
	Mob No	:	
	Email id	:	
	Landline No/Whatsapp No	:	
(g)	Aadhar No	:	
(h)	PAN No	:	

2. **PRESENT/PREVIOUS OCCUPATION:**

(a)	Designation of Post	:	
(b)	Name and Address of Institution/Organization	:	
(c)	Designation of superior In-charge	:	
(d)	Contact No of superior (for verification if need be)	:	
(e)	Period of notice you will have to give, if selected.	:	

3. **FAMILY LIFE**

(a)	Marital status (Single/Married/Widowed)	:	
(b)	If married/widowed	:	
	Name & occupation of spouse	:	
(c)	No. of children	:	
	Child Name, Age & Gender	:	
		:	

4. **EDUCATIONAL RECORDS : SCHOOL, COLLEGE OR UNIVERSITY**

Give details of all exams starting from Secondary School onwards.

S.No	Examinations	Marks obtained	Percent (%)	Division	Year of passing	Subject Taken	Name of University/Board/Institute
(i)	High School						
(ii)	Intermediate						
(iii)	Graduation						
(iv)	Post Graduation						
(v)							
(vi)							

5. Graduation/Post Graduation through correspondence or regular : \_\_\_\_\_

6. Training in NCC, scouting, Music/Art, Dramatics or other such activities. Give rank, status/proficiency achieved.

7. Merit Scholarship won? If so what : \_\_\_\_\_

8. Languages you can read write and speak fluently.

(a)		(b)		(c)	
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9. **EXPERIENCE**

Fill the particulars in chronological order starting with your appointment (if there is not enough space attach a separate sheet)

S.No	Organization/School/Institutions	Designation	(Dates to be indicated)		Total Exp in years
			From	To	

Include any other post held which are relevant to the field of Education.

10. **HEALTH**

(a) What kind of health do you keep ? \_\_\_\_\_

(b) Do you need any medical treatment/assistance for the disease you are suffering from : \_\_\_\_\_

(c) Are you differently abled ? Give details \_\_\_\_\_

11. **COMPUTER KNOWLEDGE** (Separate sheet can be attd)

- (a) Have you done any degree/diploma in computer give details:
- (b) Any experience on working on computer Details.
- (c) Do you own a personal Laptop, if yes give details:
- (d) Your knowledge of computer hardware:

12. **OTHER ACTIVITIES**

- (a) In answering please indicate personal characteristics, interests and aspirations you have which you believe will be valuable to this institution:

(i) \_\_\_\_\_

(ii) \_\_\_\_\_

13 Give names of two references, which should know you well personally and have an intimate knowledge of your work (not relatives)

(a) Name : \_\_\_\_\_ (b) Name : \_\_\_\_\_

Address : \_\_\_\_\_ Address : \_\_\_\_\_

\_\_\_\_\_

14 I have/have not been selected at the CSB/LSB Interviews held at \_\_\_\_\_ on \_\_\_\_\_ and I have been/have not been selected for appointment at \_\_\_\_\_

**AGREEMENT**

15 If appointed:-

- (a) I agree to abide by the AWES Rule and Regulations for Army Public Schools
- (b) I undertake to serve the school till the end of the final term, i.e. upto the finalization of the results of the class taught or a period specified/fixed by the management.
- (c) I confirm that I am aware that my services would be liable to transfer in organizational interest at the discretion of the management.
- (d) I solemnly state the all the above particulars/statements are true to the best of my knowledge and belief.

Date : \_\_\_\_\_

\_\_\_\_\_  
(Signature of Applicant)

**INSTRUCTIONS TO CANDIDATES**

- 1. Please download and print the Application Form.
- 2. All details at Ser 1 (Personal data) are mandatory. Fill up in BLOCK Capitals.
- 3. Paste one recent coloured passport size photograph on the form.
- 4. Send Application by Post/by hand with all photocopies of testimonials. No applications will be accepted via e-mail.
- 5. Attach DD for Rs 100/- of any bank in favour of Principal Army Public School, Nehru Road.

**WILLINGNESS CERTIFICATE**

**(Only for Supervisor Administration, Asst. Supervisor Administration,  
Driver & Hostel warden)**

1. This is to certify that I, \_\_\_\_\_, son/daughter of \_\_\_\_\_, presently residing \_\_\_\_\_.
  
2. I hereby declare my willingness to stay in the **School campus** for the entire duration of my appointment tenure.
  
3. I understand and agree to abide by all School/hostel guidelines, including those related to accommodation, conduct, and security.

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Place: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Contact No.: \_\_\_\_\_