



ARMY PUBLIC SCHOOL RK PURAM FLY OVER, SECUNDERABAD

Tele : 040 - 27796757/27794729 www.apsrkpuram.edu.in

VAC FORNON TEACHING AND ADM STAFF (CONTRACTUAL) : ACADEMIC YEAR 2021-22

ADMSUPVR (01) Ex Serviceman. Communication skill both in English and Hindi and knowledge of Telugu is essential. Age. Below 55 years of age as on 01 Apr 2021 and Medical Category should be Shape I.

LIBRARIAN (01) M.Lib.Science or Graduate with diploma in Library Science from a recognized institute and computer literate with minimum three years experience. Age below 45 years.

UDC (ESM)(01) Graduate or ten years of service as a clerk for Ex-Servicemen and be a computer literate. Working Knowledge of Cmpt MS Office Speed 12000 key depression per hour. Knowledge of Software applications used by School. Working Knowledge of Internet and e-mail, Basic knowledge of accounting and Good communication skill in English and Hindi. Age. Below 55 yrs as on 01 Apr 2021.

LDC (ESM)(02) Graduate or ten years of service as a clerk for Ex-Servicemen and be a computer literate. Working Knowledge of Cmpt MS Office Speed 12000 key depression per hour. Working Knowledge of Internet and e-mail, Basic knowledge of accounting and Good communication skill in English and Hindi. Age. Below 55 yrs as on 01 Apr 2021.

RECEPTIONIST Graduation from any recognized University and good communication skills in English, Hindi & Telugu. Age below 35 years as on 01 Apr 2021 & Preferably female candidate with experience and Working Knowledge of MS Office, Internet and e-mail.

LAB ATTENDANT (BIOLOGY) (01) 10+2 with Science. Cmpt knowledge – Internet, e-mail, MS Word, Excel, Power Point. Age below 40 years.

ASST LIBRARIAN (01) B Lib from a recognized institute and computer literate OR Graduate with diploma in LibySci from recognized institute. Age below 40 years as on 01 Apr 2021

COMPUTER LAB TECHNICIAN (01) Minimum 10+2 with one year Diploma in Computer Science and working knowledge of Hardware, Peripheral and Networking. Age below 40 years as on 01 Apr 2021

COMPUTER LAB ASST(01) 10+2 +one year Diploma in Cmpt Science. Knowledge of peripheral and Internet, e-mail, MS Office. Age below 40 years

MULTITASKING STAFF (02) Matriculation or equivalent . Age - Below 35 years(Candidates having computer knowledge, CCTV operating knowledge will be given preference).

PARAMEDICS (NURSING ASST) (01) should be 10+2/ Intermediate Exam pass in Science with Physics, Chemistry, Biology and English with Minimum 50% marks in aggregate and minimum 40% in each subject. Pass the EMT-Basic (EMT-B) (Emergency Medical Technician) and EMT-Intermediate (EMT-I) programs and licensing exams, gain experience by working as an EMT. Age 45 years (ESM-55 yrs)

GARDENER (MALI) (01) Matriculation or equivalent . Age - Below 35 years.

WATCH AND WARD STAFF (CHOWKIDAR) (01) Matriculation or equivalent . Age - Below 35 years and Medical Category should be Shape I.

ELECTRICIAN (01) Matriculation or equivalent . ITI in Electrician or other equivalent course. Experience 1 to 5 yrs. Age - Below 35 years.

Application forms are available in the **School Web site www.apsrkpuram.edu.in**. Application form alongwith Xerox copies of Educational qualifications, experience cert and a DD for Rs 100/- in favour of Army Public School, RK Puram, payable at Secunderabad to be sent by post/by hand to the school, by 05 Feb 2021.

Sd/- (K. Damodar) Principal