

**QUALIFICATION, AGE & OTHER DETAILS OF STAFF AS PER AWES NORMS FOR  
EMPLOYMENT OTHER STAFF AT APS MATHURA CANTT**

**PGT (Physical Education)** Post Graduate in Physical Education or equivalent degree from a recognized University. Experienced candidate shall be preferred.

**PGT, TGT and PRT -**

- (a) Minimum 50% Marks in Graduation & B. Ed. Qualified CTET / TET.
- (b) Post Graduate in Physical Education or equivalent degree from a recognized University for PGT PHE. Experienced candidate shall be preferred
- (c) **Age.** As on 01 April of the year of Appointment, the age of the candidate should be:
  - (i) Fresh candidates (No Experience) – Below 40 years.
  - (ii) Experienced candidates (incl ESM) – Below 57 years

**Note.** For Ser 6 (b), to avail of age relaxation between 40 and 57 years, 5 years experience should be in the appropriate category in the last 10 years. For eg, for PGT category the candidate should have worked as PGT/TGT for 5 years in the last 10 years. Experience gained as PRT in the same period shall not be counted for appointment as PGT, since the level of exposure to teaching the subjects at senior levels has not been gained by the candidate. For the post of TGT experience gained as PRT shall however be accepted.

**Adm Offr.**

(a) **Mandatory.**

(i) A civilian lady/retired or released woman officer (For Adm Offr only).  
Male Civilian/ ESM Offr may be selected for Bursar.

(ii) **Age.** Upto 55 Years of age.

(iii) **Education.** A graduate from a recognized university. Preference will be given to graduates/post-graduates in Commerce or MBAs.

(iv) **Experience.** 5 years of experience in administration preferably in an academic institution and ability and willingness for liaison work with various Govt./Non-Govt organisation.

(v) **Others.**

- (a) Working knowledge of Computer and Accounts.
- (b) Good communication skills in English and Hindi.
- (c) **Desirable.** Understanding of Govt Rules/Regulations, procurement procedure and legal aspects including labour laws.
- (d) **Terms and Conditions.** Term based appointment for three years.

**Note:-**

Where a civilian or retired/released woman officer, meeting the laid down criteria, is not available, a retired male defence service officer of the rank of Maj/Lt Col/Col or equivalent may be employed with the express permission of Chairman Executive Committee. Age in such a case may be relaxed to 57 Years.

**Counsellor. Health Wellness Teacher (Counselor).**

- (a) Graduate with Psychology with a Certificate.  
or  
(b) Diploma in Counselling with minimum experience of three years as Wellness Teacher/ Counsellor.

**Nurse** 10+2 and diploma in Nursing with minimum five years experience. Preferably female paramedic.

**Receptionist** Same as laid down for LDC with good communication skills. Female candidate to be preferred.

**Note:-**

Candidates are requested to please send your application form along with all educational / experience certificates and a demand draft worth **Rs 100/-** in favor of **ARMY PUBLIC SCHOOL MATHURA** by post or by hand in school office in any working day before 10 Jun 2019.

Sd/x-x-x-x-x-x  
Principal  
APS Mathura Cantt