



# ARMY PUBLIC SCHOOL MIRAN SAHIB PO – MIRAN SAHIB (JAMMU)

Affiliated with CBSE NEW DELHI (AFFILIATION NO: 780014)

Website: [www.apsmiransahib.in](http://www.apsmiransahib.in)

Session: 2023-24

Mob: 9419265839



S.no	Post Type	Post Name
<b>Regular Appointments</b>		
1.	Head Master/ Head Mistress	Head Master/ Head Mistress
2.	Adm Staff	Head Clerk, Accountant, Adm Supervisor
3.	Non-Teaching Staff	IT Supervisor
<b>Fixed Term Appointments</b>		
1.	Teaching	<b>TGT</b> (Mathematics, English, Science, Social Science, Sports) <b>PRT</b> (Computer, Music Instructor) <b>PRT General</b>
2.	Adm Staff	Head Clerk, Accountant, Adm Supervisor, UDC, LDC
3.	Non – Teaching Staff	IT Supervisor, Librarian
<b>Adhoc Appointments</b>		
1.	Adm Staff	<b>Lab Attendant</b> (Biology, Physics, Chemistry) LDC
2.	Teaching	<b>PGT</b> (English, Mathematics, Physics, Economics, Pol Science, PHE, Business Studies, Sociology) <b>TGT</b> (Mathematics, English, Science, Social Science, Sanskrit, Hindi, Sports) <b>PRT</b> (Computer, Music Instructor) <b>PRT</b> (PRT General)
3.	Non -Teaching	Librarian
<b>Casual / Part Time Appointments / Panel Selection</b>		
1.	Non – Teaching	<b>Coaches</b> (Basketball, Table Tennis, Hockey, Football, Taekwondo ( Lady Instructor will be preferred), <b>Instrument Teacher</b> (Santoor, Violin, Guitar,Flute) Min 2 Mandatory, <b>Band Master</b> (ESM Only)
<b>Casual Appointments (Leave Vacancy)</b>		
1.	Teaching	PGT (Biology)

## **IMPORTANT INSTRUCTIONS**

### 1. Mode of application:

Candidates are required to apply **ONLINE** only through the school's website [www.apsmiransahib.in](http://www.apsmiransahib.in). No other mode for submission of application is available.

Detailed Instructions for filling up the "[Online Application Form](#)" are given in [Appendix-I](#) of the [detailed advertisement](#), available on School's website - [www.apsmiransahib.in](http://www.apsmiransahib.in).

### 2. Important Dates:

Events	Important Dates
Link Open for Online Registration of Applications	<b>15 – Jan – 2023</b>
Online Fee	<b>100/-</b>
Last Date of Form Submission and Payment	<b>31 – Jan – 2023</b>

3. The school Reserves the right to fill any or none of the post given above.

4. Tentative dates for written examination and Interviews will be available on the website [www.apsmiransahib.in](http://www.apsmiransahib.in) from 01 - Feb – 2023 onwards.

5. Adm Staff ESM will be preferred.

6. Details of Education Qualification:

**a) Fixed Term Teaching (CTET and OST is compulsory for all posts)**

S no	Name of Post	Essential Qualification
1.	TGT (English, Science, Maths, Social Science)	<p>a) Four years' integrated degree course of Regional College of Education of NCERT with at least 50% marks in the concerned subject as well as with at least 50% marks in aggregate.</p> <p style="text-align: center;">OR</p> <p>Bachelor's Degree with at least 50% marks in the concerned subjects/ combination of subjects and in aggregate. In case a candidate has not scored 50% in graduation but has graduated with the same main subject and scored 50% or more marks in PG, the candidature shall be valid.</p> <p>(a) For TGT (Science): For TGT (Science): Bachelor degree in Science with any two of the following: subjects: - Botany, Zoology, Chemistry and Physics</p> <p>(b) For TGT (English): English as a subject in all the three years.</p> <p>(c) For TGT (Social Science) Any two of the following: History, Geography, Economics and Pol. Science of which one must be either History or Geography.</p> <p>(d) For TGT (Maths) - Bachelor Degree in Maths with any two of the following subjects: Physics, Chemistry, Electronics, Computer Science, and Statistics.</p> <p>b) B.Ed or equivalent degree from a recognized University.</p> <p>c) <b>OST</b> Pass conducted by AWES and CTET Pass in the Central Teacher Eligibility Test (CTET) Paper-II particular subject group, conducted by CBSE in accordance with the Guidelines framed by the NCTE for the purpose.</p> <p>d) Knowledge of Computer Applications.</p> <p><b>Note: Upload all three years mark sheets of Graduation</b></p>
	TGT Sports	<p>a) Bachelor's degree with Physical Education as an elective subject with 50% marks.</p> <p style="text-align: center;">OR</p> <p>Bachelor's degree with physical Education as an elective subject with 45 % marks and participation in National or State or Inter University competition in sports or games or athletics recognized by Association of Indian University or Indian Olympics Association.</p> <p style="text-align: center;">OR</p> <p>Bachelor's degree with 45 % marks and having participated in National or State or Inter University sports or games or athletics.</p> <p style="text-align: center;">OR</p> <p>For deputed in-service candidate (i.e. trained Physical Education Teachers/Coaches)- Graduation with 45 % marks and at least 3 years of teaching experience as per National Council for Teacher Education (Recognition Norms &amp; Procedure) Regulations, 2009.</p> <p style="text-align: center;">OR</p> <p>Graduation in Physical Education with 40 % Marks</p> <p style="text-align: center;">OR</p> <p>Graduation with Physical Education as an elective subject with 40 % marks OR Graduate who participated school, Inter-Collegiate in sports/games or passed NCC 'C' Certification in accordance with the National Council for Teacher Education (Recognition Norms and Procedure) Regulations, 2007 notified on 10.12.2007 OR Graduation in Physical Education i.e., B.P.Ed. course (or its equivalent) of 3 years duration.</p> <p style="text-align: center;">OR</p>

		<p>Graduate having represented State/University in sports/games/athletics. OR Graduate who has secured 1st, 2nd or 3rd position in Inter-Collegiate sports/games tournaments/possessing NCC 'C' Certificate or passed basic course in Adventure Sports. OR Graduate with one-year training programme in Sports Science, Sports Management, Sport Coaching, Yoga, Olympic Education, Sports Journalism etc. (in accordance with the National Council for Teacher Education Form of application for recognition, the time limit of submission of application, determination of norms and standards for recognition of teacher education programmes and permission to start new course or training) Regulations, 2002 notified on 13.11.2002 And</p> <p>b) Bachelor of Physical Education (B.P.Ed) of at least one year duration (or its equivalent) from any National council for Teacher Education recognized institution. c) Knowledge of Computer Applications. d) <b>OST</b> Pass conducted by AWES and CTET Pass in the Central Teacher Eligibility Test (CTET) Paper-II particular subject group, conducted by CBSE in accordance with the Guidelines framed by the NCTE for the purpose.</p>
2.	PRTs	<p>a) Graduate holding Bachelor's degree with at least 50% marks in the concerned subject /combination of subjects and in aggregate b) B.El.Ed./ 02-year D.El.Ed. OR Candidates with B.Ed. or Integrated B.Ed. can also apply with fulfillment of the condition of six-month PDPET/Bridge Course from an NCTE recognized institute as when NCTE approves any institute to conduct the said course within two years of recruitment as PRT or commencement of the course whichever is later. c) Should have qualified in Part A of the Screening Examination (OST) As well as qualified the CTET/ State TET. d) Knowledge of Computer Applications.</p>
3.	PRT Music	<p>Graduate in/with Music from a recognised University or Higher Sec./ Senior Secondary with anyone of the following:</p> <ol style="list-style-type: none"> <li>1. Sangeet Visharad Examination of the Gandharva Mahavidyalaya Mandal, Bombay.</li> <li>2. Sangeet Vid.Examination of the Indira Kala Sangeet Viswa vidyalaya, Khairgarh (M.P)</li> <li>3. Sangeet Prabhakar Examination of the Prayag Sangeet Samiti (Academy of Music) Allahabad.</li> <li>4. Sangeet Visharad Examination of Bhatkhande Sangeet Vidyapeeth, Lucknow (Previously Marris College of Hindustani Music, Lucknow)</li> <li>5. Final Examination of the Madhava Sangeet Mahavidyalaya, Lashkar, Gwalior.</li> <li>6. Highest Examination of Baroda School of Music</li> <li>7. The final Examination of Sanskar Gandharva Vidyalaya, Gwalior.</li> <li>8. Sangeet Ratna Diploma awarded by the Director, Department of Education, Madhya Pradesh.</li> </ol> <p>OR</p> <p>"The new Diploma /Degrees awarded by the concerned agencies institutions in lieu of 5 to 8 above.</p> <ol style="list-style-type: none"> <li>9. Sangeet Bhaskar of Prachin Kala Kendra with Graduation in any discipline of Prachin Kala Kendra.</li> <li>10. Sangeet Nitya Bhushan / with Graduation in any Discipline</li> </ol>

4.	PRT Computer	BCA OR Graduate in computer Science OR BE/ B Tech (Computer Science/IT) OR Graduate in any subject and 'A' Level course from DOECC (Min of info & Communication & Tech, GOI)
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## (b) ADHOC/CASUAL

S no	Name of Post	Essential Qualification
1.	PGT (Physics, English, Mathematics, Economics, PHE, Pol Science, Business Studies, Biology, Sociology)	<p>a) Two years' Integrated Post Graduate M.Sc Course of Regional College of Education of NCERT in the concerned subject with at least 50 % Marks OR Master Degree from a recognized University with at least 50% marks in aggregate in the concerned subject.</p> <p>b) B.Ed or equivalent degree from a recognized University.</p> <p>c) <b>Knowledge of Computer Applications.</b></p>
2.	TGT (English, Maths, Hindi, Social Science, PET, Science, Sanskrit, Hindi)	<p>a) Four years' integrated degree course of Regional College of Education of NCERT with at least 50% marks in the concerned subject as well as with at least 50% marks in aggregate. OR Bachelor's Degree with at least 50% marks in the concerned subjects/ combination of subjects and in aggregate. In case a candidate has not scored 50% in graduation but has graduated with the same main subject and scored 50% or more marks in PG, the candidature shall be valid</p> <p>I. For TGT (Hindi): Hindi as a subject in all the three years.</p> <p>II. For TGT (English): English as a subject in all the three years.</p> <p>III. For TGT (Science): Bachelor degree in Science with any two of the following: subjects: - Botany, Zoology, Chemistry and Physics</p> <p>IV. For TGT (Sanskrit): Sanskrit as a subject in all the three years.</p> <p>V. For TGT (Social Science) Any two of the following: History, Geography, Economics and Pol. Science of which one must be either History or Geography.</p> <p>VI. For TGT (Maths) - Bachelor Degree in Maths with any two of the following subjects: Physics, Chemistry, Electronics, Computer Science, and Statistics.</p> <p>b) B.Ed or equivalent degree from a recognized University.</p> <p>c) <b>Knowledge of Computer Applications.</b></p> <p><b>Note: Upload all three years mark sheets of Graduation</b></p>
	TGT Sports	<p>Bachelor's degree with Physical Education as an elective subject with 50% marks. OR Bachelor's degree with physical Education as an elective subject with 45 % marks and participation in National or State or Inter University competition in sports or games or athletics recognized by Association of Indian University or Indian Olympics Association. OR Bachelor's degree with 45 % marks and having participated in National or State or Inter University sports or games or athletics. OR For deputed in-service candidate (i.e. trained Physical Education Teachers/Coaches)- Graduation with 45 % marks and at least 3 years of teaching experience as per National Council for Teacher Education (Recognition Norms &amp; Procedure) Regulations, 2009.</p>

		<p>OR</p> <p>Graduation in Physical Education with 40 % Marks</p> <p>OR</p> <p>Graduation with Physical Education as an elective subject with 40 % marks OR Graduate who participated school, Inter-Collegiate in sports/games or passed NCC 'C' Certification in accordance with the National Council for Teacher Education (Recognition Norms and Procedure) Regulations, 2007 notified on 10.12.2007 OR Graduation in Physical Education i.e., B.P.Ed. course (or its equivalent) of 3 years duration.</p> <p>OR</p> <p>Graduate having represented State/University in sports/games/athletics.</p> <p>OR</p> <p>Graduate who has secured 1st, 2nd or 3rd position in Inter-Collegiate sports/games tournaments/possessing NCC 'C' Certificate or passed basic course in Adventure Sports.</p> <p>OR</p> <p>Graduate with one-year training programme in Sports Science, Sports Management, Sport Coaching, Yoga, Olympic Education, Sports Journalism etc. (in accordance with the National Council for Teacher Education Form of application for recognition, the time limit of submission of application, determination of norms and standards for recognition of teacher education programmes and permission to start new course or training) Regulations, 2002 notified on 13.11.2002</p> <p>And</p> <p>b) Bachelor of Physical Education (B.P.Ed) of at least one year duration (or its equivalent) from any National council for Teacher Education recognized institution.</p> <p>c) Knowledge of Computer Applications.</p>
4.	PRTs	<p>a) Graduate holding Bachelor's degree with at least 50% marks in the concerned subject /combination of subjects and in aggregate</p> <p>b) B.El.Ed./ 02-year D.El.Ed.</p> <p>OR</p> <p>Candidates with B.Ed. or Integrated B.Ed. can also apply with fulfillment of the condition of six-month PDPET/Bridge Course from an NCTE recognized institute as when NCTE approves any institute to conduct the said course within two years of recruitment as PRT or commencement of the course whichever is later.</p> <p>c) Knowledge of Computer Applications.</p>
5.	Librarian	B.Lib Science or Graduate with diploma in Library Science for a recognized institute and computer literacy with minimum three year experience.
6.	<b>Coach Sports –</b> Basketball, Badminton, Football, Taekwondo, Hockey	<p>B.P.Ed. from Recognized University/Institute with 50 %</p> <p>OR</p> <p>person trained from NIS / SAI or who have represented at National Level / International Level in the desired Game. Preference will be given to the candidates who are NIS/ SAI qualified or who have represented at National Level / International Level.</p> <p><b>Note: Specialization in field is mandatory</b></p>
7.	PRT Music	<p>Graduate in/with Music from a recognised University or Higher Sec./ Senior Secondary with anyone of the following:</p> <ol style="list-style-type: none"> <li>1. Sangeet Visharad Examination of the Gandharva Mahavidyalaya Mandal, Bombay.</li> <li>2. Sangeet Vid.Examination of the Indira Kala Sangeet Viswa vidyalaya, Khairgarh (M.P)</li> <li>3. Sangeet Prabhakar Examination of the Prayag Sangeet Samiti (Academy of Music) Allahabad.</li> <li>4. Sangeet Visharad Examination of Bhatkhande Sangeet Vidyapeeth, Lucknow (Previously Marris College of Hindustani Music, Lucknow)</li> </ol>

		<p>5. Final Examination of the Madhava Sangeet Mahavidyalaya, Lashkar, Gwalior.</p> <p>6. Highest Examination of Baroda School of Music</p> <p>7. The final Examination of Sanskar Gandharva Vidyalaya, Gwalior.</p> <p>8. Sangeet Ratna Diploma awarded by the Director, Department of Education, Madhya Pradesh.</p> <p style="text-align: center;">OR</p> <p>"The new Diploma /Degrees awarded by the concerned agencies institutions in lieu of 5 to 8 above.</p> <p>9. Sangeet Bhaskar of Prachin Kala Kendra with Graduation in any discipline of Prachin Kala Kendra.</p> <p>10. Sangeet Nitya Bhushan / with Graduation in any Discipline</p>
8.	PRT Computer	<p>BCA</p> <p style="text-align: right;">OR</p> <p>Graduate in computer Science</p> <p style="text-align: right;">OR</p> <p>BE/ B Tech (Computer Science/IT)</p> <p style="text-align: right;">OR</p> <p>Graduate in any subject and 'A' Level course from DOECC (Min of info &amp; Communication &amp; Tech, GOI</p>

## **C) FIXED TERM ADM STAFF AND NON TEACHING STAFF**

1.	Librarian	B.Lib Science or Graduate with diploma in Library Science for a recognized institute and computer literacy with minimum three year experience.
2.	IT Supervisor	<p>Advance Diploma or Diploma in Computer &amp; Hardware with knowledge in at least two of the following:</p> <ol style="list-style-type: none"> <li>a. Networking and LAN Administration.</li> <li>b. Operating Systems.</li> <li>c. RDBMS with Programming. Proficiency in one language.</li> </ol> <p><b>Hands on experience will be given due weightage.</b></p>
3.	Head clerk	<ol style="list-style-type: none"> <li>a. Preferably an Ex- serviceman of clerk category upto the age of 55 years.</li> <li>b. 5-10 years' experience in office Management, account handling as Head Clerk with high proficiency in staff duties and drafting experience.</li> <li>c. Computer Savy-Ms office, Powerpoint etc.</li> <li>d. Educational Qualification Minimum Graduate in case of civilian.</li> <li>e. Should not have any disciplinary case against him in the entire service.</li> <li>f. Should be SHAPE –I or SHAPE –II (less 'S' factor)</li> </ol>
4.	Accountant	<ol style="list-style-type: none"> <li>a. Commerce graduate or fifteen years' service as a clerk in the Defense Service.</li> <li>b. Basic computer application course of Army/Diploma in computer applications of not less than one year duration.</li> <li>c. Knowledge of double entry system of accounting, excel sheet and accounting software.</li> <li>d. Minimum 5 years' experience as an Accounts Clerk in the Defense Services/reputed organization.</li> </ol>
5.	Lower Division Clerk	<ol style="list-style-type: none"> <li>a. Graduate or ten years of service as a clerk (for Ex-servicemen).</li> <li>b. Computer literate. Knowledge of computer MS Office (speed 12000 key depression per hour).</li> <li>c. Basic Knowledge of accounting.</li> </ol>
6.	Upper Division Clerk	<ol style="list-style-type: none"> <li>a. B.com or fifteen years of service as a clerk (for Ex-Servicemen). Computer Literate (MS Office, Tally etc.)</li> <li>b. Computer savvy (12000 Key depression per hour).Knowledge of relevant software application used by schools.</li> <li>c. 5 Year experience as a clerk or an accounts clerk in a reputed organization; preferably a school.</li> </ol>
7.	ADM Supervisor	<ol style="list-style-type: none"> <li>a. Should be retired JCO/Hony rank having administrative experience.</li> <li>b. Should have basic knowledge of handling of Master ledger of stores.</li> <li>c. Should have basic knowledge of stores, eqpt maintenance and Man management.</li> <li>d. Should not have left services on disciplinary/dismissal grounds.</li> </ol> <p><b><u>Preferred</u></b></p> <ol style="list-style-type: none"> <li>a. Should be a security course qualified.</li> <li>b. Should be computer savvy.</li> <li>c. Should be SHAPE-I or SHAPE-II (Less 'S' factor).</li> </ol>
8.	Laboratory Attendant Bio / Physics/ Chemistry	10+2 with science and computer literate



## **d) REGULAR ADM STAFF AND NON TEACHING STAFF**

1.	HEAD MASTER / HEAD MISTRESS	<p>a. The appointment of Head Master/Head Mistress is on regular Basis.</p> <p>b. Graduate in any specialization with min 50% marks in each and overall aggregate.</p> <p>c. B.Ed/M.Ed /B.El.Ed with diploma in elementary education.</p> <p>d. Min 08 yrs of teaching experience with at least 05 yrs as PRT in a CBSE recognized school.</p> <p>e. Qualified in CTET and OST</p> <p>f. IT/Computer literate</p>
2.	IT Supervisor	<p>Advance Diploma or Diploma in Computer &amp; Hardware with knowledge in at least two of the following:</p> <p style="margin-left: 40px;">a. Networking and LAN Administration.</p> <p style="margin-left: 40px;">b. Operating Systems.</p> <p style="margin-left: 40px;">c. RDBMS with Programming. Proficiency in one language.</p> <p><b>Hands on experience will be given due weightage.</b></p>
3.	Head clerk	<p>a. Preferably an Ex- serviceman of clerk category upto the age of 55 years.</p> <p>b. 5-10 years' experience in office Management, account handling as Head Clerk with high proficiency in staff duties and drafting experience.</p> <p>c. Computer Savy-Ms office, PowerPoint etc.</p> <p>d. Educational Qualification Minimum Graduate in case of civilian.</p> <p>e. Should not have any disciplinary case against him in the entire service.</p> <p>f. Should be SHAPE –I or SHAPE –II (less 'S' factor)</p>
4.	Accountant	<p>a. Commerce graduate or fifteen years' service as a clerk in the Defense Service.</p> <p>b. Basic computer application course of Army/Diploma in computer applications of not less than one year duration.</p> <p>c. Knowledge of double entry system of accounting, excel sheet and accounting software.</p> <p>d. Minimum 5 years' experience as an Accounts Clerk in the Defense Services/reputed organization.</p>
5.	ADM Supervisor	<p>e. Should be retired JCO/Hony rank having administrative experience.</p> <p>f. Should have basic knowledge of handling of Master ledger of stores.</p> <p>g. Should have basic knowledge of stores, eqpt maintenance and Man management.</p> <p>h. Should not have left services on disciplinary/dismissal grounds.</p> <p><b><u>Preferred</u></b></p> <p>d. Should be a security course qualified.</p> <p>e. Should be computer savvy.</p> <p>f. Should be SHAPE-I or SHAPE-II (Less 'S' factor).</p>

### 7. **Age Criteria:**

As on 01 April of the year of Appointment, the age of the candidate should be:

- (a) Fresh candidates (No Experience): Below 40 years.
- (b) Experienced candidates (incl ESM): Below 57 years

**Note.** To avail the age relaxation between 40 and 57 years, 5 years' experience should be in the appropriate category in the last 10 years.

8. **Salary:**  
As Per Awes Rules and Regulation
9. **Help Facility:** In case of any problem in filling up the form, payment of fee/intimation charges or in downloading of Admit Card, queries may be made through [www.apsmiransahib.in](http://www.apsmiransahib.in)  
Do not forgetto mention the correct recruitment/post applied for in the subject of the e-mail.
10. **Separate form:**
  - (i) Candidate have to fill separate form for Fixed Term and Adhoc Basis, if interested in both.
11. **Corrigendum:** Please note that Corrigendum, if any, issued on the above advertisement, will be published only on the school's website [www.apsmiransahib.in](http://www.apsmiransahib.in)
12. Computer Literacy test and Language Prescience test may be conducted.
13. Screening test of the candidates may be conducted if the number of candidates will be more for a particularpost
14. Date of written examination and interview with instruction will be uploaded on school website[www.apsmiransahib.in](http://www.apsmiransahib.in) . It will be the responsibility of the candidate to check regularly from the website