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VACANCIES ARMY PUBLIC SCHOOL SHANKAR VIHAR DELHI CANT

REQUIREMENT OF TEACHING & NON TEACHING STAFF ON ADHOC BASIS

Army Public School, Shankar Vihar, Delhi Cantt invites applications from competent and experienced candidates for teaching & non teaching positions on adhoc basis. For details regarding vacancies, subjects, and eligibility criteria, please visit the school website: www.apsshankarvihar.ac.in Proficiency in English and working knowledge of computers is mandatory. Interested candidates may download the application form from the school website and submit the duly filled hard copy along with self-attested copies of all relevant certificates/testimonials by hand or by post to Army Public School, Shankar Vihar, Delhi Cantt – 110010.

The application must reach the school by **20 April 2026 (1400 hrs)** along with a Demand Draft of **Rs 250/-** in favour of Army Public School, Shankar Vihar. Applications received after the due date, through email, or without the Demand Draft will not be entertained.

Only shortlisted candidates will be invited for the interview at APS Shankar Vihar. The interviews are scheduled to be held tentatively in the **first week of May 2026**.

The School management reserves the right to cancel the candidature of any or all applicants without assigning any reason.

For queries: 011-26153558, 011-26153559

School Management

INSTRUCTIONS TO CANDIDATES

1. Please download and print the Application Form.
2. All details at Ser 1 of application form (Personal data) are mandatory. Fill up in Block Capitals.
3. Paste one recent coloured passport size photograph in the form and attach one additional photograph for call letter.
4. Send by post. No application will be accepted via e-mail.
5. Send Demand Draft of Rs 250/- in favour of **Army Public School Shankar Vihar** payable at Delhi,
6. Separate application form will be filled up for each category (PGT/TGT/PRT). The application form along with a Registration fee for Rs. 250/- (Rupees two hundred fifty only) for each application, in the form of DD will be sent to Army Public School, Shankar Vihar, Delhi Cantt – 110010.
7. Candidates to note that all vacancies are Adhoc Basis appointment for Academic Session 2026-27.
8. **Passing the Online Screening Test (OST) is not mandatory for appearing for the interview.** However, OST qualified candidates will be preferred.

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ARMY PUBLIC SCHOOL SHANKAR VIHAR**VACANCIES : LSB 2026 (ADHOC BASIS)**

Cat	Subject
PGT	Chemistry
	English
	Artificial Intelligence (AI)
	Mathematics
TGT	Chemistry
	Physics
	English
	Computer Sc/AI
	Mathematics
	Social Science (Geo/Eco)
	Social Science (His/Civ)
	Hindi
	Counsellor
	Sanskrit
	PAT
	ATL Trainer
	Western Music
PRT	General
	Computer
	Asst Librarian
	PET/Games
	Music
	Dance
	Art & Craft
	Tabla
	Counsellor
	Balvatika Teacher
	Asst Teacher
Coaches	Fencing
	Football
	Basketball
	Taekwondo
	Hockey
Adm	Head Clerk
	Adm Supervisor
	UDC
	LDC
	Receptionist
	Lady Nurse
	Biology Lab Assistant
	Chemistry Lab Assistant
	Comp Lab Assistant
	CCTV Operator

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**ARMY PUBLIC SCHOOLS
APPLICATION FOR TEACHING STAFF**

Application form for the post of PGT/TGT/PRT

School where you would like to work-

Please paste
recent
passport size
colour
photograph
Do not staple

1. PERSONAL DATA :

- 1.1. Name in full (Block letters) _____
- 1.2. Son/Daughter/wife of _____
- 1.3. Date of Birth _____
- 1.4. Nationality _____
- 1.5. State _____
- 1.6. Address -----

- 1.7. Contact Details: -
Landline No (with STD Code) -----
Mob No -----
Email ID -----

2. PRESENT /PREVIOUS OCCUPATION:

- 2.1. Designation of Post _____
- 2.2. Name and Address of Institution/Organization _____
- 2.3. Designation of superior in-charge
Contact No of superior (for verification if need be) _____
- 2.4. Period of notice you will have to give, if selected? _____
- 2.5. What salary are you drawing? _____

3 FAMILY LIFE

- 3.1. Marital status Single/Married/Widowed
 - 3.2. If married/widowed Name & occupation of spouse
- No of children with age and sex

4. **EDUCATIONAL RECORDS: School, College or University**

Give details of all exams starting from Secondary School onwards

Examination	Marks Obtained	Percentage	Division	Year of passing	Subjects taken	Name of University/ Board/Institute

Graduation/Post Graduation through correspondence or regular _____

5. Have you cleared OST: _____ CTET/TET: _____
(date) (date)
6. Name of classes you would prefer to teach with subjects:-
6.1. Classes _____ 6.2. Subjects: _____
7. Training in NCC, Scouts, Music/Art, Dramatics or other such activities, Give rank, status/proficiency achieved.....
8. Merit Scholarship won? If so what? _____
9. Languages you can read write and speak fluently.
9.1. _____ 9.2. _____ 9.3. _____
10. Any books/articles written? If so, give their titles/ Magazines in which published?

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

Experience as PGT in years (Exact dates to	School/College	Subject taught	Classes taught	No of pupils taught	Total Exp in Years
From To					
Experience as TGT year (Exact dates to					
From To					
Experience as PRT year (Exact dates to					
From To					

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

12. **APTITUDE:**

- 12.1. Subject(s) which you enjoy teaching most? _____
- 12.2. Other area (Cultural activities): _____

- 13. 13.1. Can you take indoor/outdoor games with boys and girls?
 Indoor Boys : _____ Outdoor Boys: _____
 Girls : _____ Girls: _____
 Which major games do you play? _____

14. **HEALTH:**

- 14.1. What kind of health do you keep?.....
- 14.2. Do you need any medical treatment/assistance for the disease you are suffering from _____
- 14.2. Are you differently abled? Give details _____

15. **CO-CURRICULAR ACTIVITIES/GAMES AND SPORTS**

What co-curricular activities can you teach? _____

16. **COMPUTER KNOWLEDGE**_(Separate sheet can be att.)

- 16.1. Have you done any degree/diploma in computer give details:
- 16.2. Any experience on working on computer Details.
- 16.3. Do you own a personal Laptop, if yes give details:
- 16.4. Your knowledge of computer hardware :

17. **OTHER ACTIVITES**

- 17.1. In answering please indicate personal characteristics, interests and aspirations you have which you believe will be valuable to this institution:
 17.1.1 _____
 17.1.2. _____
 Give names of two references, which should know you well personally and have an intimate knowledge of your work (not relatives)
- 17.2. Name _____ (b) Name _____
 Address _____ Address _____

18. I have / have not been selected at the CSB Interviews held at _____ on _____ and I have been /have not been selected for appointment at _____.

Agreement:

- 19. If appointed:-
 19.1. I agree to abide by the AWES Rule and Regulation for Army Public Schools
 19.2. I undertake to serve the school till the end of the final term, ie upto the finalization of the results of the class taught or a period specified/ fixed by the management.
 19.3. I confirm that I am aware that my services would be liable to transfer in organizational interest at the discretion of the management.
 19.4. I solemnly state the all the above particulars/statements are true to the best of my knowledge and belief.

Date

.....

(Signature of applicant)

ELIGIBILITY CRITERIA: LSB 2026

Eligibility. All candidates who have been shortlisted as per the raw scores/normalized score are eligible to appear for the interview. Candidates seeking appointment for teaching subjects for which Online Screening Test was not conducted are also eligible if vacancies of these subjects have been announced. Candidates who have not been shortlisted for the interview as per the raw scores/normalized score system and those who have not qualified in the OST may however be considered for adhoc vacancies if they arise at any time during the academic session. For teachers being appointed on Adhoc appointments, possession of an OST Score Card and CTET/TET would not be a mandatory requirement but a preferred requirement.

Qualifications. Minimum qualifications for teaching staff at various levels, i.e., PGT, TGT and PRT will be in accordance with the guidelines issued by NCTE / CBSE / KV Sangathan. Though these minimum qualifications have been considered, in some instances AWES has raised the minimum standards further for the benefit of the students.

Detailed list of minimum qualifications for candidates is given at **Appendix C**.

Qualification Criteria. The requisite qualifications are as under:-

Ser No	Post	Minimum Qualifications			
		Education	Aggregate %	Professional	Aggregate %
	PGT	Post-Graduation	50	B. Ed (From a NCTE recognized institution)	50
	TGT	Graduation	50*	B. Ed (From a NCTE recognized institution)	50
	PRT	Graduation	50*	B.El.Ed /Two-year D.El.Ed (From a NCTE recognized institution) AND Teachers who were already in service with Army Public Schools/APPS and those with B Ed degree and applied for Bridge Course in Elementary Education.	50

Note:

(i) *A Post-Graduate with less than 50% aggregate marks in Graduation can also apply for the post of a TGT / PRT provided the candidate has scored a minimum of 50% or more aggregate marks in Post- Graduation.

(ii) Aggregate percentage will be based on the marks for the entire duration of Graduation/Post Graduation.

Qualified in CTET or appropriate State TET. CTET/TET is not mandatory for appearing in the Online Screening Test. However, applicable CTET/TET conducted by Central/State government is mandatory at the time of appointment as TGTs/PRTs. Therefore, candidates must ensure that they clear CTET/TET before their appointment as TGTs/PRTs. Candidates who have not qualified CTET/TET but found fit in all other aspects may be considered for appointment on vacancies which may be ADHOC in nature.

Candidates are required to ensure that they at least fulfill NCTE rules, regulations and notifications for minimum qualifications, KV Sangathan recruitment rules and regulations and Appendix- VII of CBSE Affiliation Bye-Laws 2018 before they register for OST.

Age and Experience Criteria of Candidates. As on 01 April of the year of appointment, the age and experience of the candidates and weightage to Army Spouses will be as under: -

Army Spouses (Experience).

Ser No	Age (in years)	Minimum (Teaching) Experience Required	Remarks
14.1.1	Below 40	Nil	-
14.1.2.	40 to 55	05 years	Experience is cumulative

Note. For Ser 14.1.2 experience should be in the appropriate category (For PGT category the candidate should have worked as PGT/TGT. Experience gained as PRT in the same period shall not be counted for appointment as PGT. For the post of TGT, experience gained as PRT shall however be accepted and as per extant qualifications laid down by regulatory bodies).

Army Spouses (Weightage).

Ser No	Experience in years	Weightage in Points for Interview Selection Process	Remarks
14.2.1	With Nil Experience	04	-
14.2.2	05 yrs and above	08	-
14.2.3	07 yrs and above	09	-
14.2.4	09 yrs and above	10	-

Others (Experience).

Ser No	Age (in years)	Minimum (Teaching) Experience Required	Remarks
14.3.1.	Below 40	Nil	-
14.3.2.	40 to 55	05 years	In last ten years

Note. For Ser 14.3.2., 05 years experience is mandatory in the appropriate category in the last ten years (For PGT category the candidate should have worked as PGT/TGT. Experience gained as PRT in the same period shall not be counted for appointment as PGT. For the post of TGT, experience gained as PRT shall however be accepted and as per extant qualification laid down by regulatory bodies).

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**MINIMUM QUALIFICATIONS FOR TEACHERS IN ARMY PUBLIC SCHOOLS
Level—PGT (Eligible for teaching classes IX-XII)**

S. No	Name of Post	Post Graduate Teacher (PGT)		
1.	Essential and other qualification less PGT (Computer Science), PGT (Informatics Practice) and PGT (Physical Education)	Essential: -		
		1. Two years Integrated Post Graduate MA/M.Sc. Course of Regional College of Education of NCERT in concerned subject with at least 50% aggregate marks. OR		
		Post-Graduation with minimum 50% marks or equivalent grade and three-year integrated B.Ed./M.Ed. OR		
		Master Degree from a recognized University with at least 50 % marks in aggregate in any of the following subjects: -		
		S. No	Subject	Educational Qualification (Master Degree)
		(i)	PGT English	English
		(ii)	PGT Hindi	Hindi or Sanskrit with Hindi as one of the Subjects at graduation level
		(iii)	PGT Economics	Economics/Applied Economics/Business Economics
		(iv)	PGT History	History
		(v)	PGT Geography	Geography
		(vi)	PGT Pol Science	Political Science
		(vii)	PGT Psychology	Psychology
		(viii)	PGT Home Science	Home Science
		(ix)	PGT Mathematics	Mathematics/Applied Mathematics
		(x)	PGT Fine Arts	Fine Arts
		(xi)	PGT Physics	Physics/Electronics/Applied Physics/Nuclear Physics
		(xii)	PGT Chemistry	Chemistry/Bio Chemistry
(xiii)	PGT Biology	Botany/Zoology/Life Science/Bio Science/Genetics/Microbiology/Bio Tech provided they have studied Botany/Zoology at graduation level.		
(xiv)	PGT Biotechnology	Biotechnology		
(xv)	PGT Accountancy	Accountancy		
(xvi)	PGT Business Studies	Business Studies		

MINIMUM QUALIFICATIONS FOR TEACHERS IN ARMY PUBLIC SCHOOLS
Level—PGT (Eligible for teaching classes IX-XII)

S. No	Name of Post	S. No	Subject	Educational Qualification (Master Degree)
2.	PGT	(xvii)	PGT Computer Science	At least 50% marks in aggregate in any of the following: - 1. B.E or B. Tech (Computer Science/IT) from a recognized University or equivalent Degree or Diploma from an Institution/ university recognized by the Govt of India OR B.E or B Tech (any stream) and Post Graduate Diploma in Computer from recognized University. OR M.Sc. (Computer Science/ MCA or Equivalent from a recognized University. OR B.Sc. (Computer Science/BCA or Equivalent and Post Graduate degree in subject from a recognized University. OR Post Graduate Diploma in Computer and Post Graduate degree in any subject from recognized University. OR 'B' Level from DOEACC Ministry of Information and Communication Technology and Graduation.
		(xviii)	PGT Informatics Practices	At least 50% marks in aggregate in any of the following: - B.E./B.Tech. in Computer science/IT/ Computer Engineering/ Electronics/ Electronics & Communications OR M.CA./M.Sc. Computer Science/IT OR M.Sc. Math/Physics/ Statistics and B.Sc. Computer Science/BCA/ 3yr Diploma in Computer Engineering or IT/PGDCA recognized by AICTE OR B Level from DOEACC
		2. B.Ed. or equivalent degree from a NCTE recognized university / institution with minimum 50% aggregate marks. 3. Proficiency in teaching in English and Hindi. 4. Knowledge of Computer Application.		

S.No	Name of Post	Educational Qualification (Master Degree)
3.	PGT (Physical Education)	<p>(a) Bachelor of Physical Education (B.P.Ed.) or Bachelor of Physical Education (BPE) or Bachelor of Science (B.Sc) in Health and Physical Education and Degree in Sports with at least 55 % marks as per National Council for Teacher Education (Recognition Norms and Procedure) Regulations, 2009.</p> <p style="text-align: center;">Or</p> <p>At least 50 % marks in the B.P.Ed. degree/B.P.Ed. (Integrated) 4 years professional degree in accordance with the and National Council for Teacher Education (Recognition Norms and Procedure) Regulations, 2007 notified on 10.12.2007).</p> <p style="text-align: center;">Or</p> <p>B.P.Ed. with at least 55 % marks or B.P.E Course (or its equivalent) of 3 years duration with at least 50% marks (in accordance with the National Council for Teacher Education Form of application for recognition, the time 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 style="text-align: center;">And</p> <p>(b) M.P.Ed. of at least 2 years duration from any National Council for Teacher Education recognized Institution.</p>

MINIMUM QUALIFICATIONS FOR TEACHERS IN ARMY PUBLIC SCHOOLS
Level—TGT (Eligible for teaching classes VI-X)

S. No	Name of Post	Trained Graduate Teacher (TGT)																									
1.	Essential and other qualification required (Less TGT) (Physical Education)	<p>Essential: -</p> <p>1. Four years "Integrated Degree Course of Regional College of Education of NCERT in the concerned subject with at least 50 % marks in aggregate. OR Post-Graduation with a minimum 50% marks or equivalent grade and three-year integrated B.Ed./M.Ed. OR Bachelor Degree with at least 50 % marks in the concerned subjects/ combination of subjects and in aggregate in one of the following: -</p> <table border="1"> <thead> <tr> <th>S. No</th> <th>Subject</th> <th>Educational Qualification</th> </tr> </thead> <tbody> <tr> <td>(i)</td> <td>TGT (Sanskrit)</td> <td>Sanskrit as a subject in all three years of Graduation</td> </tr> <tr> <td>(ii)</td> <td>TGT (Hindi)</td> <td>Hindi as a subject in all three years of Graduation</td> </tr> <tr> <td>(iii)</td> <td>TGT (English)</td> <td>English as a subject in all the three years of Graduation</td> </tr> <tr> <td>(iv)</td> <td>TGT (S.St.)</td> <td>Any two of the following: - History, Geography, Economics and Political Science of which one must be either History or Geography.</td> </tr> <tr> <td>(v)</td> <td>TGT (Mathematics)</td> <td>Bachelor degree in Mathematics with any two of the following subjects: - Mathematics, Physics, Chemistry, Economics, Computer Science, Statistics.</td> </tr> <tr> <td>(vi)</td> <td>TGT(Science)</td> <td>Bachelor degree in Science with any two of the following subjects: - Botany, Zoology, Chemistry and Physics</td> </tr> <tr> <td>(vii)</td> <td>TGT (Computer Science)</td> <td>BCA or Graduation in Computer Science or BE/B.Tech (Computer Science/IT) or Graduation in any subject and A level course from DOEACC, Min of Info & Communication & Technology, GOI</td> </tr> </tbody> </table> <p>2. B.Ed. from a NCTE recognized institution / University with minimum 50% marks. 3. Pass in Central Teacher Eligibility Test (CTET) / Teachers Eligibility Test (TET), conducted by CBSE/State Govts in accordance with the guidelines framed by the NCTE for the purpose. 4. Proficiency in teaching in English and Hindi medium. 5. Knowledge of Computer Application.</p>		S. No	Subject	Educational Qualification	(i)	TGT (Sanskrit)	Sanskrit as a subject in all three years of Graduation	(ii)	TGT (Hindi)	Hindi as a subject in all three years of Graduation	(iii)	TGT (English)	English as a subject in all the three years of Graduation	(iv)	TGT (S.St.)	Any two of the following: - History, Geography, Economics and Political Science of which one must be either History or Geography.	(v)	TGT (Mathematics)	Bachelor degree in Mathematics with any two of the following subjects: - Mathematics, Physics, Chemistry, Economics, Computer Science, Statistics.	(vi)	TGT(Science)	Bachelor degree in Science with any two of the following subjects: - Botany, Zoology, Chemistry and Physics	(vii)	TGT (Computer Science)	BCA or Graduation in Computer Science or BE/B.Tech (Computer Science/IT) or Graduation in any subject and A level course from DOEACC, Min of Info & Communication & Technology, GOI
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(ii)	TGT (Hindi)	Hindi as a subject in all three years of Graduation																									
(iii)	TGT (English)	English as a subject in all the three years of Graduation																									
(iv)	TGT (S.St.)	Any two of the following: - History, Geography, Economics and Political Science of which one must be either History or Geography.																									
(v)	TGT (Mathematics)	Bachelor degree in Mathematics with any two of the following subjects: - Mathematics, Physics, Chemistry, Economics, Computer Science, Statistics.																									
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2	TGT (Physical Education)	<p>(a) 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 & Procedure) Regulations, 2009. OR Graduation in Physical Education with 40 % Mark OR 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. OR 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 (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>
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MINIMUM QUALIFICATIONS FOR TEACHERS IN ARMY PUBLIC SCHOOLS
Level—PRT (Eligible for teaching classes I-V)

S. No	Name of Post	Primary Teacher (PRT)
1.	Essential and other qualification required less PRT (Physical Education)	<p>Essential: -</p> <p>1. Graduate holding Bachelor's degree with at least minimum 50% marks in aggregate.</p> <p>2. B.El.Ed./ 02-year D.El.Ed.</p> <p style="text-align: center;">OR</p> <p>Teachers who were already in service with Army Public Schools/APPS prior to 11 Aug 2023 with B Ed degree can also apply / continue, subject to enrolment/completion of Bridge Course launched by NCTE.</p> <p>3. Pass in Central Teacher Eligibility Test (CTET)/Teachers Eligibility Test (TET), conducted by CBSE/State Govt for PRTs in accordance with the guidelines framed by NCTE for the purpose.</p> <p>4. Proficiency in teaching in English and Hindi medium.</p> <p>5. Knowledge of Computer Application.</p>
2.	PRT (Physical Education)	<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 & 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</p> <p style="text-align: center;">Or</p> <p>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</p> <p style="text-align: center;">Or</p> <p>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.</p> <p style="text-align: center;">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 style="text-align: center;">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 style="text-align: center;">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>

1. **Librarian and Assistant Librarian.** B.Lib. Science or Graduate with diploma in Library Science from a recognized institute and computer literate with minimum three years experience. Assistant Librarian; same QR but may have lesser/no experience.
2. **Computer Laboratory Assistant.** Minimum 10+2 with one year Diploma in Computer Science and knowledge of Hardware, Peripheral and Networking.
3. **Head Clerk.**
 - (a) Preferably an Ex-Serviceman of clerk category upto the age of 55 years.
 - (b) 5-10 years experience in Office Management, account handling as Head Clerk with high proficiency in staff duties and drafting experience.
 - (c) Computer Savvy – MS Office. etc.
 - (d) Educational Qualification – Minimum Graduate in case of civilian.
 - (e) Should not have any disciplinary case against him in the entire service.
4. **Administrative Supervisor**
 - (a) Preferably an Ex-Serviceman upto the age of 55 years.
 - (b) Should not have any disciplinary case against him in the entire service.
5. **UDC/Accounts Clerk.**
 - (a) B. Com. or fifteen years of service as a clerk (for Ex-Servicemen). Computer literate (MS Office, Tally etc.)
 - (b) Computer Savvy (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.
6. **LDC.**
 - (a) Graduate or ten years of service as a clerk (for Ex-Servicemen). Computer literate.
 - (b) Knowledge of Computer MS Office (Speed 12000 key depression per hour).
 - (c) Basic knowledge of accounting.
7. **Receptionist.** Same as laid down for LDC, with good communication skills.
8. **Para-medics.** 10+2 and diploma in nursing with minimum five years of experience. A female Paramedic should be given preference.

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