



**ARMY PUBLIC SCHOOL, JHANSI**  
**HUNTER ROAD, JHANSI CANTT- 284001**  
**School Affiliation No 2180014 & Code No- 70683**  
**(Email: armyjhs@gmail.com)**  
**(Mob: 9454542346, (CIV) & 6909(Army))**

Ref. No.: 1300/65/APSJ

27 Mar 2023

The Editor, Jhansi (UP)

Dear Sir,

1. Please publish the under mentioned advertisement in your Newspaper on 28 Mar 23.

**ADVERTISEMENT**

**Advertisement No- 03/2023**

**REQUIRED HEAD MASTER / HEAD MISTRESS FOR ARMY PUBLIC SCHOOL, JHANSI (PRIVATE UNAIDED SCHOOL)**

1. Applications are invited for the post of Head Master /Head Mistress on **Regular Basis** appointment in Army Public School, Jhansi (English Medium, CBSE Affiliated) :-
2. Edu Qualification may please be checked on the school website [www.apsjhansi.com](http://www.apsjhansi.com)

**Note:-**

- (a) Last date of submission of applications form, along with photocopies of mark-sheets, experience certificates is **28 Apr 2023**. For queries, please contact Civ Mobile No 9454542346 & Army No 6909. No application would be accepted thereafter. Applications will be accepted in **hard copy** only.
- (b) No TA/DA will be admissible. The school Management reserves all right of Selection / rejection of applications.

3. Payment will be made on publication of above advertisement in your newspaper.



Yours Sincerely,

*Meenakshi*  
(Mrs Meenakshi Panjwani)  
Principal

**EDUCATION QUALIFICATIONS**  
**FOR HEAD MASTER / HEAD MISTRESS**

1. The appointment of Head Master/Head Mistress is on regular basis.
2. Graduate in any specialization with min 50% marks in each and overall aggregate.
3. B.Ed/M.Ed and B.EL.Ed with two yrs Diploma in elementary education.
4. Min 08 Yrs of teaching experience with at least of 05 Yrs as PRT in a CBSE recognized school.
5. **Age-** Max 55 yrs and 57 Yrs for ESM/teachers from the same school.
6. Qualified in CTET and OST.
7. IT/Computer literate.
8. Teachers from the same school who fulfill the min QR as laid down above would be preferred.

## INSTRUCTIONS FOR THE CANDIDATES

Dear Applicant,

Please make a note of the points mentioned below:-

1. Take a print of the Application Form from the School Website.
2. Submit the duly filled form by post. No applications will be accepted via e-mail. The envelope must state "Application for the post of Headmistress."
3. Get a demand draft of Rs. 100 in favour of 'Army Public School, Jhansi Cantt" payable at Jhansi and attach it with the application form. Incomplete application forms/ forms received without the demand draft will not be considered. Please fill all the fields
4. In case of any issues/ queries please feel free to contact the School Head Clerk (Mob No. 9454542346)
5. The last date to submission of the application forms is **28 Apr 2023**. Application forms received after 2.00 PM on **28 Apr 2023** will not be accepted.



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**APPLICATION FORM FOR SCREENING/INTERVIEW FOR THE**  
**SELECTION OF HEAD MISTRESS IN APS, JHANSI CANTT**

**1. PERSONAL DATA:**

Latest Colour  
Photo

- (a) Name in full (Block letters) : \_\_\_\_\_
- (b) Daughter/wife of : \_\_\_\_\_
- (c) Date of Birth : \_\_\_\_\_
- (d) Age as on 01<sup>st</sup> Apr 2023 : \_\_\_\_\_ years \_\_\_\_\_ months \_\_\_\_\_ days
- (e) Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- (f) Marital Status : \_\_\_\_\_
- (g) Name & occupation of the spouse (if married) : \_\_\_\_\_  
\_\_\_\_\_
- (h) Number of children with age & sex : \_\_\_\_\_
- (i) Contact details: Landline No. (with STD code) : \_\_\_\_\_
- Mobile number : \_\_\_\_\_
- Email ID : \_\_\_\_\_

**2. PRESENT/LAST OCCUPATION**

- (a) Designation of Post : \_\_\_\_\_
- (b) Name & Address of the Institution/ Organization: \_\_\_\_\_  
\_\_\_\_\_
- (c) Notice period (if applicable) you will have to serve, if selected: \_\_\_\_\_
- (d) Current remuneration : \_\_\_\_\_
- (e) Expected remuneration : \_\_\_\_\_

3. **EDUCATIONAL & PROFESSIONAL RECORDS** : Give details of all exams starting from Matriculation onwards:

Examination	%Age	Year of passing	Subjects taken	Name of the School/ College	Affiliated Board / University	Regular / Private / Distance/ Correspondence
Class X						
Class XII						

**CTET Cleared:-** 1<sup>st</sup> Paper Year \_\_\_\_\_ Score \_\_\_\_\_  
 2<sup>nd</sup> Paper Year \_\_\_\_\_ Score \_\_\_\_\_

**OST/CSB Cleared:-**

(a) **PRT** Year \_\_\_\_\_ Score \_\_\_\_\_

(b) **TGT with Subject**

Subject \_\_\_\_\_ Year : \_\_\_\_\_ Score \_\_\_\_\_

(c) **PGT with Subject**

Subject \_\_\_\_\_ Year: \_\_\_\_\_ Score \_\_\_\_\_

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

Experience (Exact dates to be indicated)		School/ College	Subject taught/ leadership position held	Designation	Classes taught/ supervised	Total Experience (Yrs & Months)
From	To					
<b>Total Experience</b>						__ Yrs __ Months
<b>Teaching experience as PRT</b>						__ Yrs __ Months
<b>Administrative experience in Schools/Educational Institutions</b>						__ Yrs __ Months

**Note :-** Include all posts held which are relevant to the field of Education)

INITIATIVES TAKEN:

- (f) As a teacher :  
 (g) As a leader :

3. **MEDICAL HISTORY:**

- (a) Are you suffering from any medical condition which needs regular attention :  
 (b) If yes, please specify :

4. (a) **COMPUTER KNOWLEDGE**

Program	Level of Proficiency		
	Average	Good	Excellent
MS Word			
MS Excel			
MS PowerPoint			
Google doc, Google Sheet			
Google/ MS Forms			
Any other			

(b) Online classes taken and tools used during the classes :-

5. **NAME & CONTACT DETAILS OF THE REFERENCES:** ( Please also specify the nature of the association with the individual).

6. **AGREEMENT** : If appointed:-

- (a) I agree to abide by the AWES Rule and Regulation for Army Public Schools.  
 (b) I undertake to serve the School till the end of the academic session/ period specified/ fixed by the management.  
 (c) I solemnly state the all the above particulars/statements are true to the best of my knowledge and belief.

7. I am attaching Demand Draft bearing No \_\_\_\_\_ dated \_\_\_\_\_ for Rs 100/- (Rupees One hundred only) payable in favour of 'Army Public School Jhansi Cantt' payable at Jhansi Cantt.

Date .....

(Signature of applicant)

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

**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.
4. Paste one recent coloured passport size photograph on the form and attach one additional photograph for Call Letter.
5. Send by post. No applications will be accepted via e-mail. The envelope must clearly state '**Application for the post of Headmistress**'.
6. Send DD for Rs 100/- in favour of Army Public School, Jhansi Cantt payable at Jhansi Cantt.
7. Form should also be accompanied with a hand written application (legible) for the said post.
8. Please fill all the fields. Incomplete form will be rejected.
8. Application form received without the Demand Draft will not be considered.