



ARMY PUBLIC SCHOOL, DAGSHAI, SHIMLA HILLS REQUIRES - BURSAR

1. APS Dagshai a Co-educational, Residential, English medium Public School invites applications for the post of Bursar.
2. The details of minimum qualification, age criteria and other criteria are as follows: -

(a)	Preferably an ex-Army Officer of the rank of Maj/Lt Col/Col (Less AMC, NT and Record Officers)
(b)	Age: Upto 55 years and 57 years for ESM
(c)	<u>Education.</u> A graduate from a recognized university. Preference will be given to graduate/post graduates in Commerce or MBAs.
(d)	05 years' experience in administration preferably in an academic institution and ability and willingness for liaison work with various Govt/Non Govt organization.
(e)	Working knowledge of Computer and Accounts.
(f)	Good communication skills in English and Hindi.

3. Application form to be downloaded from the school website www.apsdagshai.org. Application duly filled along with a DD of Rs 250/- in favour of Principal APS Dagshai payable at Solan/PNB Dagshai, all educational and experience certificates duly self-attested will be sent to the school and application should reach in Army Public School, Dagshai by 25 May 2024. Application is also required to be sent by email i.e. apsdagshai86@gmail.com.

Notes:-

- (a) Only shortlisted candidates will be called for interview. No TA/DA will be admissible.
- (b) Decision of Presiding Officer of Interview Panel will be final and abiding.