

ADVERTISEMENT

ARMY PUBLIC SCHOOL UDHAMPUR

Website : www.apsudhampur.org

**SELECTION OF ACCOUNTANT ON ADHOC BASIS
FOR APS UDHAMPUR**

1. Applications are invited from eligible candidates for Selection of **Account (01)** for **Army Public School, Udhampur on Adhoc Basis.**

Eligibility.

2. ESM who have served with **Army as PRI Account Cik (JCO/NCO)** having working knowledge of accounts and book keeping. Age as on 01 Apr 2024 upto 55 years. Tentative Salary **Rs 33,000/- to 35,000/-pm** consolidated.

3. Desirous & eligible candidates to apply on Application form to be downloaded from APS Udhampur website www.apsudhampur.org and send it to "Principal APS Udhampur" on or before **31 Oct 2024** through Post/Courier on the following address :-

Army Public School, Udhampur
Post Office – P.T.A – 'T' Morh
Udhampur (J&K)
PIN Code – 182104

4. For any query please contact on Mob No – **9103932832.**



Sd/-x-x-x
(Sanjeev Kumar)
Principal

Dated : 19 Oct 2024

ARMY PUBLIC SCHOOL UDHAMPUR (J&K)

APPLICATION FORM FOR THE POST OF ACCOUNTANT APS UDHAMPUR : SEP 2024

(TOTAL PAGES OF APPLICATION – 04 (PAGES))

Application form for the post of _____

Please paste
recent
passport size
colour
photograph
(Do not staple)

1. PERSONAL DATA.

(a) Name in Full (**Block Letters**) : _____
(Mention title as Ms/Mrs/Mr)

(b) Son/Daughter/Wife of : _____
(**Block Letters**) (Mention Rank in case of Serving/ESM).

(c) **Date of Birth & Age** :

Date	Month	Year	Total Age As on 01 Oct 2024		
			Year	Month	Days

(d) Nationality : _____

(e) Present/Correspondence Address : _____

(f) Permanent Home Address : _____

(g) Registered Mob No & Landline No : _____

(h) Registered Mail ID : _____

(j) Adhar Card No : _____

(k) PAN Card No : _____

(l) Religion/Cast : _____

(m) Blood Group : _____

2. PRESENT/PREVIOUS EMPLOYMENT

(a) Designation of the Post : _____

(b) Name and Address of Institute/Organisation _____

(c) Designation of Superior In charge : _____

(f) What salary are you drawing/Drawn: _____

3. **FAMILY DETAILS.**

- (a) Marital Status : Married/Unmarried/Divorced_____
- (b) Occupation of Spouse (If married) : _____
- (c) No of Children with age and sex : Male_____ Female_____
- (d) Name of Next of Kin (Heir) : _____
- (e) Contact No of Next of Kin(Heir) : _____
- (f) Father's Name_____ Mob No_____
- (g) Mother's Name_____ Mob No_____

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

Give details of all exams starting from Secondary School onwards and attach Xerox of each Document. Original to be brought for verification at the time of interview.

Exam	Marks Obtained	Percentage %	Division	Year of passing	Subject Taken	Name of University/Board/Institute

Note :- Attach xerox copies of certificates/degree certificates etc.

5. Fill up the under mentioned basic essential details properly. Att relevant document proof where applicable (**Strike out which ever is not applicable for you**).

ACCOUNTANT				
Knowledge of Computer MS Office, Excel & Power Point Experience (Yrs & Months)	Knowledge of double entry system	Basic Knowledge of Accounting Experience (Yrs & Months)	Total Experience as Accountant (Yrs & Months)	Name of Organization/ Institute

6. For Ex-Servicemen only.

Retired in Rank	Date of Retirement	Date of Enrollment	Trade	Medical Category	Total Service Rendered	Details of Red Ink entries in the entire Service

7. Give names of two references, which should know you well personally and have an intimate knowledge of your work (not relatives) :-

(a) Name _____ (b) Name _____
 Address _____ Address _____

8. **AGREEMENT (IF APPOINTED):-**

- (a) I, agree to abide by the AWES Rules and Regulations for Army Public Schools.
- (b) I, solemnly state that all the above particulars/Statements are true to the best of my knowledge and belief.

Dated

(Signature of Applicant)

IMPORTANT INSTRUCTIONS FOR THE CANDIDATES

1. Fill one application form for one post only. If candidate applies for more than one post a separate application for each post is mandatory.
2. All details mentioned in the application form are mandatory. Fill up in Block Capitals where applicable.
3. Affix one recent coloured passport size photograph on the Space provided at first page right corner (DO NOT STAPLE IT).
4. Out station candidates to forward their applications through Registered post on the address ' THE PRINCIPAL ARMY PUBLIC SCHOOL, PO – P.T.A, T MORH - UDHAMPUR - 182104 alongwith Demand Draft of Rs **250/-** as processing fee in favour of 'PRINCIPAL APS UDHAMPUR ' payable at Udhampur.
5. Candidates to mention Demand Draft number and date on reverse side of application on last page No 4 and also write his name and category for which applied on reverse side of Demand Draft.